

DUBUQUE COMMUNITY SCHOOL DISTRICT
BOARD OF EDUCATION
2300 Chaney Road

REGULAR MEETING October 12, 2020 5:30 p.m.
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- I. Call to Order & Roll Call
- II. Pledge of Allegiance
- III. Approve the Agenda (p. 1-2)
- IV. Approve the Minutes of Previous Board Meetings (p. 3)
 - A. Regular Meeting – September 14, 2020 (p. 4-6)
- V. Board Salutes
- VI. Visitors and Open Forum (p. 7)
 - A. Amy Unmacht, Foundation for Dubuque Public Schools
- VII. Consent Agenda (p. 8)
 - A. Treasurer’s Report (p. 9)
 - B. Listing of Accounts Payable (p. 10-22)
 - C. Facilities/Support Services Committee
 - 1. Minutes of October 5, 2020 (p. 23-24)
 - 2. Personnel Report (p. 25-31)
 - 3. Professional Service/Purchase Contracts (p. 32-35)
 - 4. Special Education Students (p. 36)
 - 5. General Education PMIC Students (p. 37)
 - D. Educational Programs/Policy Committee
 - 1. Minutes of October 6, 2020 (p. 38-39)
 - 2. Policy #1005 – Non-discrimination (p. 40)
 - 3. Policy #2209 – Strategic Plan/Long-range Needs Assessment (p. 41-42)
 - 4. Policy #3603 – Five Year Comprehensive Planning [delete] (p. 43-44)
 - 5. Policy #4613 – Employee Responsible Use of Technology (p. 45-49)
 - 6. Policy #5504 – Student Responsible Use of Technology (p. 50-52)
 - 7. Policy #6202 – Parent and Family Engagement in Title I Buildings (p. 53-56)
 - E. Teacher Quality Committee
 - 1. Minutes of September 23, 2020 (p. 57)
 - F. Senior High School Core Planning Group
 - 1. Minutes of September 9, 2020 (p. 58-59)
 - G. Equity Committee
 - H. Activities Council
- VIII. Facilities/Support Services Committee Report – M. Donohue (p. 60)
 - A. Approve Change Order #2 on the Alta Vista Vocational Technology Classroom Addition Project (p. 61)
 - B. Approve Final Acceptance of the Hempstead High School Parking Lot Expansion Project and Authorize Payment of Final Project Costs to Eastern Iowa Excavating & Concrete (p. 62-64)

- C. Approve Final Acceptance of the Hempstead High School Underground Geothermal Vault Replacement Project and Authorize Payment of Final Project Costs to A-One Geothermal, Inc. (p. 65-67)
- D. Approve 28E Agreement with the City of Dubuque on the Prescott Neighborhood Resource Center (p. 68-77)
- E. Approve 2019-2020 Internal Control Policies and Procedures Report (p. 78-84)
- F. Approve Request to SBRC for Modified Supplemental Amount for 2020 Special Education Deficit
- G. Approve Request to SBRC for Modified Supplemental Amount for 2020 ELL Program Costs
- H. Approve Quarterly Budget Report (p. 85-93)
- IX. Educational Programs/Policy Committee Report – L. Wittman (p. 94)
 - A. Approve the District Emergency Operations Plan
 - B. Return to Learn Update
- X. New Business (p. 95)
 - A. Approve Brain Health Awareness Month Proclamation (p. 96)
 - B. Approve Indigenous Peoples Day Proclamation (p. 97)
- XI. Board Member or Administrative Issues (non-agenda items)
- XII. Adjournment

MISSION

To develop world-class learners and citizens of character in a safe and inclusive learning community.

Agenda

Recommendation:

- ✓ I move that the Board of Education approve the agenda as submitted

Minutes

Recommendation:

✓ I move that the Board of Education approve the minutes of the regular meeting on September 14, 2020, as submitted

DUBUQUE COMMUNITY SCHOOL DISTRICT
Regular Board Meeting
September 14, 2020

President Ryan called the meeting to order at 5:30 p.m. at the Forum with the following members present in person: Donohue, Parks, Prochaska, Ryan, Sainci, Wittman. Present via Zoom: Bradley. Additional officers of the Board present: Lucas, Kelleher, Rheingans.

The pledge of allegiance was recited.

Moved (Wittman) and seconded (Sainci) to approve the agenda as submitted. Motion carried 7-0.

Moved (Parks) and seconded (Wittman) to approve the minutes of the regular meeting on August 10, 2020, as submitted. Motion carried 7-0.

Board Salutes

- Premier Bank, Tri-State Area Medical Masks and Cindy Besch for donating masks for the students of the district
- DCSD employees, students and parents for their perseverance during this challenging and unprecedented time

Moved (Wittman) and seconded (Parks) to suspend the rules of order and go into open forum. Motion carried 7-0.

Moved (Wittman) and seconded (Sainci) to reinstate the rules of order and return to regular session. Motion carried 7-0.

Moved (Wittman) and seconded (Parks) to approve those items listed in the consent agenda. Parks was auditor for the month. Motion carried 7-0.

Moved (Prochaska) and seconded (Sainci) to approve the donation from Boris Miller, Eagle Scout, in the estimated value of \$600.00 for a GaGa Ball Pit for Audubon Elementary School. Motion carried 7-0.

Moved (Prochaska) and seconded (Parks) to approve final acceptance of the Hempstead High School Serving Kitchen Equipment Replacement Project and authorize payment of final project costs to Portzen Construction, Inc. in the amount of \$14,050.00 in accordance with the requirements of Iowa law and as more fully outlined in the submitted authorizing resolution. Motion carried 7-0.

Moved (Prochaska) and seconded (Parks) to approve the request from Portzen Construction, Inc. for early release of retained funds in the amount of \$14,050.00 on the Hempstead High School Serving Kitchen Equipment Replacement Project in accordance with the requirements of Iowa law and as more fully outlined in the submitted authorizing resolution. Motion carried 7-0.

Moved (Prochaska) and seconded (Parks) to approve the Design Development Budget of \$33,858,508.00 for Senior High School Renovation – Phase 2 as outlined in the September 8, 2020, meeting Overall Project Cost Summary prepared by Straka Johnson Architects, PC. Motion carried 7-0.

Moved (Prochaska) and seconded (Bradley) to approve the Amendment to Agreement with Straka Johnson Architects, PC for the Senior High School Renovation – Phase 2 in the amount of \$408,423.00. Motion carried 7-0.

Moved (Prochaska) and seconded (Parks) to approve the resolution offering for sale, by public bid, a 2011 Ford Escape and set the date, time and place for possible public hearing as October 12, 2020, at 5:30 p.m. at the Dubuque Community School District. Motion carried 7-0.

Moved (Prochaska) and seconded (Parks) to approve the adjustment to facility rental permit fees as presented. Motion carried 7-0.

Moved (Parks) and seconded (Sainci) to approve the Attendance Awareness Month Proclamation. President Ryan read the proclamation. Motion carried 7-0.

Superintendent Rheingans updated Board members on the district's COVID dashboard. District COVID-positive cases are listed by school by grade on the district's web site. This is completely accurate data and is updated at approximately 3:00 p.m. daily.

President Ryan declared the meeting adjourned at 5:58 p.m.

Joni Lucas, Secretary
Board of Education

Visitors and Open Forum

Recommendations:

✓ I move that the Board of Education suspend the rules of order and go into open forum

Persons wishing to address the Board will do so at this time

✓ I move that the Board of Education reinstate the rules of order and return to regular session

Consent Agenda Items

Recommendation:

✓ I move that the Board of Education approve those items listed in the consent agenda

Following the motion and second to approve the consent agenda, the president will ask if any board members wish to remove any items from the consent agenda. Should a board member wish to remove an item from the consent agenda, that board member should indicate which item or items they wish to have removed. At that time those items are removed from the consent agenda and the president will ask for a vote on the consent agenda. There is no discussion of the items that remain on the consent agenda.

DUBUQUE COMMUNITY SCHOOL DISTRICT
REGULAR BOARD MEETING
October 12, 2020

Treasurer's Report For All District Funds

Month of September 2020

Cash (per bank statements) and Investments, beginning of month	\$ 45,711,274.68
Bank Account Deposits/Other Credits Total (Receipts)	21,007,991.72
Bank Account Checks/Other Debits Total (Disbursements)	(18,397,145.37)
Cash (per bank statement) and Investments, end of month	<u><u>\$ 48,322,121.03</u></u>

	End of Month - September 2020		
<u>Depositories</u>	<u>Bank Balances</u>	<u>Investments</u>	<u>Total</u>
Premier Bank	\$ 16,293,236.63	\$ -	\$ 16,293,236.63
Dubuque Bank & Trust	-	1,000,000.00	1,000,000.00
Fidelity Bank	-	8,764,041.90	8,764,041.90
Collins Community Credit Union	-	2,264,837.50	2,264,837.50
Dutrach Community Credit Union	-	20,000,005.00	20,000,005.00
	<u><u>\$ 16,293,236.63</u></u>	<u><u>\$ 32,028,884.40</u></u>	<u><u>\$ 48,322,121.03</u></u>

<u>Reconciling Items</u>	
Deposits In Transit	44,580.74
Outstanding Checks/ACHs	(3,342,073.44)
Reconciled Cash and Investment Balance	<u><u>\$ 45,024,628.33</u></u>

<u>Cash and Investment Balances by Fund</u>	
General Fund	\$ 18,156,387.60
Student Activity Fund	843,371.84
Management Fund	4,903,297.29
SAVE Fund	9,954,940.43
PPEL Fund	4,469,194.16
Debt Service Fund	3,864,674.95
Nutrition Fund	1,565,078.19
Clearing Fund	1,087,489.56
Scholarship Fund	138,823.30
Agency Fund	41,371.01
Total Cash and Investment Balance	<u><u>\$ 45,024,628.33</u></u>

At September 30, 2020, there are no interfund loans.

Kevin Kelleher, Treasurer

**DUBUQUE COMMUNITY SCHOOL DISTRICT
REGULAR BOARD MEETING
OCTOBER 12, 2020**

TO THE BOARD OF EDUCATION
DUBUQUE, IOWA

THE FOLLOWING IS A LIST OF ACCOUNTS PAYABLE WHICH WILL BE PRESENTED TO THE BOARD OF EDUCATION FOR APPROVAL PER THE DIRECTION OF THE OCTOBER 12, 2020 MEETING. SHOULD YOU DESIRE ANY INFORMATION IN REGARD TO THE SAME, I SHALL BE PLEASED TO FURNISH IT UPON REQUEST.

PERIOD: SEPTEMBER 15, 2020 – OCTOBER 12, 2020

RESPECTFULLY SUBMITTED,
SECRETARY: JONI LUCAS

BOARD MEMBER SIGNATURE	DATE
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Fund		Amount
10	GENERAL FUND	\$10,910,078.73
21	STUDENT ACTIVITY FUND	\$69,474.24
22	MANAGEMENT LEVY	\$31,975.17
33	SAVE TAX	\$450,879.48
36	PHYSICAL PLANT/EQUIP LEVY	\$258,858.48
40	DEBT CLEARING FUND	\$1,000.00
61	SCHOOL NUTRITION FUND	\$343,540.14
76	CLEARING FUND	\$202,758.21
81	EXPENDABLE TRUST FUND	\$.00
91	AGENCY HOSPITALITY FUND	\$1,373.87

GRAND TOTAL: \$12,269,938.32

Dubuque Community School District
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Vendor Name	Description	Check Total
Fund: AGENCY/HOSPITALITY FUND		
AMAZON.COM CORPORATE CREDIT	OTHER GENERAL SUPPLIES	\$79.00
DISTRICT 20 SUPPLY CO.	OTHER GENERAL SUPPLIES	\$158.00
HARRIS N.A.	OTHER GENERAL SUPPLIES	\$465.67
HEIAR, AMANDA E	OTHER GENERAL SUPPLIES	\$79.99
LAUFENBERG, VICTORIA J	OTHER GENERAL SUPPLIES	\$40.00
LIME ROCK SPRINGS COMPANY	ACCOUNTS PAYABLE	\$426.21
MC CAW, SCOTT R	OTHER GENERAL SUPPLIES	\$45.00
SMITH, JOHN D	OTHER GENERAL SUPPLIES	\$40.00
SPIRES, RYAN C	OTHER GENERAL SUPPLIES	\$40.00
Fund Total:		\$1,373.87
Fund: CLEARING FUND		
ALLIANT ENERGY-IP&L	ELECTRICITY	\$9,597.39
BLACK HILLS ENERGY	NATURAL GAS	\$60.76
DELTA DENTAL OF IOWA	OTHER INSURANCE	\$90,956.03
FOUNDATION FOR DUBUQUE PUBLIC SCHOOLS	OTHER GENERAL SUPPLIES	\$250.00
HARRIS N.A.	MISCELLANEOUS REVENUE	(\$218.16)
MEDICAL ASSOCIATES - I PLAN (EMPLOYEE)	OTHER EMPLOYEE DEDUCTION	\$1,575.65
MEDICAL ASSOCIATES HMO (EMPLOYEE)	OTHER EMPLOYEE DEDUCTION	\$35,802.28
ROSADO, JESSICA C	OTHER EMPLOYEE DEDUCTION	\$10.00
SELF INSURED SERVICES COMPANY	OTHER INSURANCE	\$20,775.51
WAGeworks	OTHER EMPLOYEE DEDUCTION	\$17,194.67
WAL-MART DUBUQUE	MISCELLANEOUS REVENUE	\$4.79
WELLMARK BLUE CROSS BLUE SHIELD OF IOWA	OTHER EMPLOYEE DEDUCTION	\$26,749.29
Fund Total:		\$202,758.21
Fund: DEBT SERVICE FUND		
BERENS-TATE CONSULTING GROUP, INC	BOND COSTS	\$1,000.00
Fund Total:		\$1,000.00
Fund: GENERAL FUND		
ABC LEARNING EARLY CHILDHOOD CENTER LLC	PROF-EDUCATIONAL SERVICES	\$7,034.31
ACCESS SYSTEMS	CAPITALIZED FIXED ASSETS	\$1,201.20
ACCESS SYSTEMS	MACHINERY/EQUIPMENT	\$308.40
ACCESSORIZE ME, LLC	OTHER GENERAL SUPPLIES	\$6,860.18
ACCO UNLIMITED CORPORATION	POOL	\$1,044.48
ACKER, BRANDON J	PROF-EDUCATIONAL SERVICES	\$300.00
AFLAC - EMPLOYEE	PAYROLL DEDUCTIONS AND WITHHOLDINGS	\$6,490.19
AHLERS & COONEY, P.C.	LEGAL	\$134.60
AIRGAS NATIONAL CARBONATION	POOL	\$671.86
AIRGAS USA, LLC	OTHER GENERAL SUPPLIES	\$8,704.99
ALLIANT ENERGY-IP&L	ELECTRICITY	\$197,059.97
AMAZON.COM CORPORATE CREDIT	INSTRUCTION SUPPLIES	\$4,286.00
AMAZON.COM CORPORATE CREDIT	LIBRARY BOOKS	\$452.73
AMAZON.COM CORPORATE CREDIT	OFFICE SUPPLIES	\$15.99

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Vendor Name	Description	Check Total
AMAZON.COM CORPORATE CREDIT	OTHER GENERAL SUPPLIES	\$3,716.14
AMAZON.COM CORPORATE CREDIT	TEXTBOOKS	\$619.02
AMSTERDAM PRINTING AND LITHO	INSTRUCTION SUPPLIES	\$225.75
ANDERSON, LORI A	IN DISTRICT TRAVEL	\$8.22
ASSOCIATION FOR SUPERVISION & CURRICULUM	PROF-EDUCATIONAL SERVICES	\$89.00
BACKES, KYLE J	IN DISTRICT TRAVEL	\$96.14
BAHL, CALVIN J	IN DISTRICT TRAVEL	\$26.91
BAHL, KAREN A	IN DISTRICT TRAVEL	\$5.75
BAUMER, TERRY	OFFICIAL/REFEREE	\$190.00
BIO CORPORATION	INSTRUCTION SUPPLIES	\$240.00
BLACK HILLS ENERGY	NATURAL GAS	\$1,179.15
BLICK ART MATERIALS	INSTRUCTION SUPPLIES	\$227.94
BLODGETT, KATHLEEN M	IN DISTRICT TRAVEL	\$7.99
BOLEYN, DANNY J	OFFICIAL/REFEREE	\$290.00
BONTRAGER, DANIEL P.	OFFICIAL/REFEREE	\$95.00
BP CREDIT CARD CENTER	GASOLINE	\$181.46
BROADCAST MUSIC INC	SOFTWARE LICENSES	\$1,119.92
BROKUS, TRICA A	IN DISTRICT TRAVEL	\$1.38
BUDGET CHALLENGE	STAFF DUES	\$1,000.00
CARRICO AQUATIC RESOURCES, INC.	POOL	\$110.23
CAVANAGH, KEITH J.	OFFICIAL/REFEREE	\$95.00
CENERGISTIC LLC	OTHER PURCH PROF SERVICES	\$60,699.00
CENGAGE LEARNING	INSTRUCTION SUPPLIES	\$366.50
CENGAGE LEARNING	OTHER GENERAL SUPPLIES	\$25.66
CENGAGE LEARNING	SOFTWARE LICENSES	\$31,227.45
CENTURY LINK	TELEPHONE/DATA LINES	\$240.13
CITY OF DUBUQUE - CITY HALL	REPAIR/MAINTENANCE	\$134.05
CITY OF DUBUQUE - PARKING DIVISION	OTHER GENERAL SUPPLIES	\$265.00
CITY OF DUBUQUE - TREASURERS OFFICE	OTHER PURCH PROF SERVICES	\$40.00
CLARK, RANDALL JAMES	OFFICIAL/REFEREE	\$131.58
COLLECTION SERVICES CENTER-PAYROLL	PAYROLL DEDUCTIONS AND WITHHOLDINGS	\$3,806.56
COMELEC SERVICES, INC.	OTHER GENERAL SUPPLIES	\$538.95
COMELEC SERVICES, INC.	REPAIR/MAINTENANCE	\$228.50
CONKLIN, TRAVIS	OFFICIAL/REFEREE	\$328.96
CONNOLLY, WILLIAM C	OFFICIAL/REFEREE	\$95.00
CONSTELLATION NEWENERGY GAS	NATURAL GAS	\$293.04
CORNERSTONE		
CS TECHNOLOGIES, INC.	TELEPHONE/DATA LINES	\$4,054.00
CULLEN, MOLLY J	IN DISTRICT TRAVEL	\$3.22
DAACK, BELINDA C	OFFICIAL/REFEREE	\$68.00
DARDIS, FRANCIS	OFFICIAL/REFEREE	\$68.00
DAVID, JAYNE L	IN DISTRICT TRAVEL	\$6.90
DAVIES, GREGORY A.	OFFICIAL/REFEREE	\$95.00
DCSD FOUNDATION	PAYROLL DEDUCTIONS AND WITHHOLDINGS	\$145.00
DECKER EQUIPMENT/SCHOOLFIX	INSTRUCTION SUPPLIES	\$25.90

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Vendor Name	Description	Check Total
DEMCO INC	OTHER GENERAL SUPPLIES	\$301.55
DEPT OF ED - INTERNAL ADMIN SERVICES	BUS INSPECTION FEES	\$4,850.00
DES MOINES STAMP MANUFACTURING COMPANY	OFFICE SUPPLIES	\$32.40
DIRECTOR'S ASSISTANT, LLC	OTHER GENERAL SUPPLIES	\$2,542.83
DOBEL, CHRIS	OFFICIAL/REFEREE	\$127.20
DOLTER, GREGORY A	IN DISTRICT TRAVEL	\$11.21
DOMTAR	INSTRUCTION SUPPLIES	\$10,665.00
DOMTAR	OTHER GENERAL SUPPLIES	\$13,035.00
DORMAN, ASHLEY K	IN DISTRICT TRAVEL	\$2.76
DOYLE, DANNY JOSEPH	OFFICIAL/REFEREE	\$68.00
DRIVE LINE OF DUBUQUE INC	OTHER GENERAL SUPPLIES	\$3,340.00
DRIVE LINE OF DUBUQUE INC	OTHER PURCH PROF SERVICES	\$407.02
DROESZLER, ANN M	IN DISTRICT TRAVEL	\$5.52
DUBUQUE AREA CHAMBER OF COMMERCE	INSTITUTION DUES	\$3,378.00
DUBUQUE CHILD CARE CENTER	PROF-EDUCATIONAL SERVICES	\$3,332.04
DUBUQUE COUNTY SHERIFF DEPARTMENT	PAYROLL DEDUCTIONS AND WITHHOLDINGS	\$477.90
DUBUQUE MULCH COMPANY	OTHER PURCH PROF SERVICES	\$115.00
DUBUQUE SIGN COMPANY	OTHER GENERAL SUPPLIES	\$495.00
EBSCO ACCOUNTS RECEIVABLE	PERIODICALS	\$107.92
EDGENUITY INC	SOFTWARE LICENSES	\$89,000.00
EDGENUITY INC	SUBSCRIPTIONS/LICENSE RENEWAL FOR COMP SOFTWARE	\$44,400.00
EMCASCO INSURANCE COMPANY	VEHICLE REPAIR/MAINT	\$2,500.00
ENDRESS, JASON L.	OFFICIAL/REFEREE	\$282.80
ENGELKEN, TED J	IN DISTRICT TRAVEL	\$26.45
ESPECIAL NEEDS, LLC	INSTRUCTION SUPPLIES	\$333.00
FASTENAL	INSTRUCTION SUPPLIES	\$106.51
FEDERAL TAX WITHHOLDING	PAYROLL DEDUCTIONS AND WITHHOLDINGS	\$549,374.19
FEDEX	POSTAGE	\$26.74
FICA WITHHOLDING - EMPLOYEE	PAYROLL DEDUCTIONS AND WITHHOLDINGS	\$1,030,786.34
FISCHER, TERRY	OFFICIAL/REFEREE	\$81.50
FLECKENSTEIN, JOSEPH J.	OFFICIAL/REFEREE	\$100.00
FLINN SCIENTIFIC INC	INSTRUCTION SUPPLIES	\$441.08
FOLLETT SCHOOL SOLUTIONS, INC.	LIBRARY BOOKS	\$1,388.78
FOLLETT SCHOOL SOLUTIONS, INC.	TEXTBOOKS	\$2,108.10
FOUNDATION FOR DUBUQUE PUBLIC SCHOOLS	DONATIONS/CONTRIBUTIONS	\$750.00
FOUR MOUNDS FOUNDATION	PROF-EDUCATIONAL SERVICES	\$7,000.00
FOUST, TJ	TEXTBOOK FINES/PENALTIES	\$6.12
FRESE, JEFF	OFFICIAL/REFEREE	\$95.00
FROG HOLLOW - ASBURY	PROF-EDUCATIONAL SERVICES	\$3,332.04
FUERSTE, CAREW, JUERGENS & SUDMEIER, PC	LEGAL	\$4,281.50
GENERATION MINDFUL, LLC	INSTRUCTION SUPPLIES	\$119.00
GOPHER SPORT	INSTRUCTION SUPPLIES	\$232.30
GOPHER SPORT	OTHER GENERAL SUPPLIES	\$3.22
GRANDVIEW PRESCHOOL	PROF-EDUCATIONAL SERVICES	\$6,664.08

Dubuque Community School District
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Vendor Name	Description	Check Total
GRANQUIST, AARON	OFFICIAL/REFEREE	\$95.00
GREAT WESTERN SUPPLY CO	OTHER GENERAL SUPPLIES	\$1,581.78
HAMMERAND, JIM	OFFICIAL/REFEREE	\$215.20
HANDS UP COMMUNICATIONS INC	PROF-EDUCATIONAL SERVICES	\$1,270.00
HANTELMANN, GARY	OFFICIAL/REFEREE	\$110.00
HARRIS N.A.	BLDG CONSTRUCTION SUPPLY	\$8,550.93
HARRIS N.A.	INSTRUCTION SUPPLIES	\$20,040.56
HARRIS N.A.	LIBRARY BOOKS	\$250.96
HARRIS N.A.	MACHINERY/EQUIPMENT	\$2,635.00
HARRIS N.A.	MEMBERSHIP DUES	\$6,519.00
HARRIS N.A.	OFFICE SUPPLIES	\$213.24
HARRIS N.A.	OTHER GENERAL SUPPLIES	\$25,237.00
HARRIS N.A.	OTHER PURCH PROF SERVICES	\$2,337.18
HARRIS N.A.	POOL	\$1,093.75
HARRIS N.A.	POSTAGE	\$15.05
HARRIS N.A.	PROF-EDUCATIONAL SERVICES	\$28.16
HARRIS N.A.	PROFESSIONAL BOOKS	\$122.98
HARRIS N.A.	REPAIR/MAINTENANCE	\$260.00
HARRIS N.A.	SOFTWARE LICENSES	\$176.00
HARRIS N.A.	STAFF DUES	\$158.00
HARRIS N.A.	STAFF WORKSHOP/CONFERENCE REG FEES	\$13,352.00
HARRIS N.A.	STUDENT ENTRY FEES	\$175.00
HARRIS N.A.	TECH REPAIR CONSUMABLE	\$12,995.89
HARRIS N.A.	TECHNOLOGY SUPPLIES	\$53,808.60
HARRIS N.A.	TEXTBOOKS	\$12,835.90
HARRIS N.A.	TRANSPORTATION BATTERIES	\$578.70
HARRIS N.A.	TRANSPORTATION LUBRICANTS	\$0.00
HARRIS N.A.	TRANSPORTATION PARTS	\$8,305.76
HARRIS N.A.	TRANSPORTATION SUPPLIES	\$1,181.36
HARRIS N.A.	VEHICLE REPAIR/MAINT	\$809.75
HARRIS N.A.	WORKBOOKS	\$647.16
HARWICK, CHAD K	IN DISTRICT TRAVEL	\$21.51
HEARTLAND PAPER COMPANY	OTHER GENERAL SUPPLIES	\$856.97
HERBST UPHOLSTERY & AUTO FINISHING LTD	OTHER GENERAL SUPPLIES	\$30.00
HIGLEY INDUSTRIES, INC.	OTHER GENERAL SUPPLIES	\$31,146.61
HILLS & DALES CHILD DEV CENTER	PROF-EDUCATIONAL SERVICES	\$2,961.81
HOLLAND, LAWRENCE E.	OFFICIAL/REFEREE	\$78.28
HOLY FAMILY EARLY CHILDHOOD	PROF-EDUCATIONAL SERVICES	\$62,198.08
HORSFIELD, HANNA M	OFFICIAL/REFEREE	\$158.40
HOUGHTON MIFFLIN HARCOURT PUBLISHING CO.	TEXTBOOKS	\$1,487.60
HOUGHTON MIFFLIN HARCOURT PUBLISHING CO.	WORKBOOKS	\$404.20
HOWES, BRIAN J	IN DISTRICT TRAVEL	\$34.85
HOWES, KRISTA A	IN DISTRICT TRAVEL	\$32.37
HP INC	COMPUTER HARDWARE	\$514.00

Dubuque Community School District
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Vendor Name	Description	Check Total
HY-VEE, INC.	INSTRUCTION SUPPLIES	\$1,122.44
I-JAG (IOWA JOBS FOR AMERICA'S GRADUATE)	PROF-EDUCATIONAL SERVICES	\$135,000.00
IA PUBLIC EMP RETIREMENT-EMPLOYEE	IPERS	\$0.00
IA PUBLIC EMP RETIREMENT-EMPLOYEE	PAYROLL DEDUCTIONS AND WITHHOLDINGS	\$1,117,212.75
ILLINOIS DEPARTMENT OF REVENUE	PAYROLL DEDUCTIONS AND WITHHOLDINGS	\$9,728.34
ING - COMMON REMITTER	PAYROLL DEDUCTIONS AND WITHHOLDINGS	\$30,236.29
INGRAM LIBRARY SERVICES	LIBRARY BOOKS	\$175.07
INGRAM LIBRARY SERVICES	OTHER GENERAL SUPPLIES	\$6.50
IOWA ASSN OF SCHOOL BOARDS	STAFF WORKSHOP/CONFERENCE REG FEES	\$25.00
IOWA COMMUNICATIONS NETWORK	TELEPHONE/DATA LINES	\$1,507.05
IOWA COUNCIL OF TEACHERS OF MATHEMATICS	STAFF DUES	\$60.00
IOWA DEPARTMENT OF HUMAN SERVICES	INTERGOVERNMENTAL PAYABLE	\$2,865.95
IOWA DEPARTMENT OF NATURAL RESOURCES	OTHER PURCH PROF SERVICES	\$285.00
IOWA DEPT OF ADMINISTRATIVE SERVICES	OTHER PURCH PROF SERVICES	\$550.00
IOWA DEPT OF REVENUE	PAYROLL DEDUCTIONS AND WITHHOLDINGS	\$480.55
IOWA HIGH SCHOOL MUSIC ASSOCIATION	STAFF DUES	\$468.00
IOWA STATE TAX WITHHOLDING	PAYROLL DEDUCTIONS AND WITHHOLDINGS	\$256,982.37
IOWA VOCATIONAL REHABILITATION SERVICES	CASH WITH FISCAL AGENT	\$22,841.06
JEIK, ADNA	PROF-EDUCATIONAL SERVICES	\$35.00
JIM KIRCHER & ASSOCIATES, P.C.	AUDIT	\$17,925.00
JW PEPPER & SON, INC.	INSTRUCTION SUPPLIES	\$302.78
KAISER, STEVEN JOSEPH	OFFICIAL/REFEREE	\$127.20
KENDALL/HUNT PUBLISHING CO	SOFTWARE LICENSES	\$4,000.00
KEY WEST EARLY CHILDHOOD CENTER	PROF-EDUCATIONAL SERVICES	\$8,515.21
KEYSTONE AREA EDUCATION AGENCY	SOFTWARE LICENSES	\$5,504.80
KLUESNER, TERRI	IN DISTRICT TRAVEL	\$6.44
KNOWLEDGE MATTERS, INC.	SOFTWARE LICENSES	\$5,200.00
KONE INC	OTHER PURCH PROF SERVICES	\$1,560.00
LAKESHORE LEARNING MATERIALS	INSTRUCTION SUPPLIES	\$742.60
LAKESHORE LEARNING MATERIALS	OTHER GENERAL SUPPLIES	\$132.19
LANGLOIS, ISAIAH THOMAS	OFFICIAL/REFEREE	\$60.00
LIFELINE AMPLIFICATION SYSTEMS	MACHINERY/EQUIPMENT	\$1,106.00
LIFELINE AMPLIFICATION SYSTEMS	OTHER GENERAL SUPPLIES	\$50.00
LIFELINE AMPLIFICATION SYSTEMS	REPAIR/MAINTENANCE	\$875.00
LITERACY RESOURCES, LLC	INSTRUCTION SUPPLIES	\$87.99
LITTLE LEAPS LEARNING ACADEMY	PROF-EDUCATIONAL SERVICES	\$5,183.17
LORAS COLLEGE	OTHER PURCH PROF SERVICES	\$13,702.83
MACKEDANZ, JAMIE L	IN DISTRICT TRAVEL	\$16.27
MACKENZIE, RIRETT M.	PROF-EDUCATIONAL SERVICES	\$653.35
MADISON NATIONAL LIFE INSURANCE CO.	DISABILITY INSURANCE	(\$1.52)
MADISON NATIONAL LIFE INSURANCE CO.	PAYROLL DEDUCTIONS AND WITHHOLDINGS	\$17,239.63
MADISON NATIONAL LIFE INSURANCE CO.	TERM LIFE INSURANCE	\$8.80
MAIL SERVICES UNLIMITED	POSTAGE	\$186.99
MAKE MUSIC INC.	SOFTWARE LICENSES	\$200.00
MANTHEY, LAURIE L	IN DISTRICT TRAVEL	\$4.95

Dubuque Community School District

Vendor Name	Description	Check Total
MATTHAIDESS, TROY	OFFICIAL/REFEREE	\$230.02
MCGRATH-WETJEN, CHRISTINE	MISCELLANEOUS REVENUE	(\$20.00)
MCGRATH-WETJEN, CHRISTINE	PARENT TRAN REIMBURSEMENT	\$940.70
MCGRAW HILL EDUCATION	WORKBOOKS	\$165.18
MCLANE, DONALD	OFFICIAL/REFEREE	\$135.48
MCLANE, JORDAN A	OFFICIAL/REFEREE	\$137.48
MCPOLAND, ASHLEY M	IN DISTRICT TRAVEL	\$12.77
MEDICAL ASSOCIATES - I PLAN (EMPLOYEE)	PAYROLL DEDUCTIONS AND WITHHOLDINGS	\$192,061.27
MEDICAL ASSOCIATES CLINIC PC	DRUG TESTING	\$68.00
MEDICAL ASSOCIATES CLINIC PC	OTHER PURCH PROF SERVICES	\$1,411.50
MEDICAL ASSOCIATES HMO (EMPLOYEE)	PAYROLL DEDUCTIONS AND WITHHOLDINGS	\$878,068.54
MEDICALESHP INC	INSTRUCTION SUPPLIES	\$1,638.00
MELVOLD, HILLARY A	INSTRUCTION SUPPLIES	\$51.94
MENARDS INC	INSTRUCTION SUPPLIES	\$64.68
MERCY CHILD DEVELOPMENT CENTER	PROF-EDUCATIONAL SERVICES	\$11,477.03
MID-WEST 3D SOLUTIONS, LLC	SOFTWARE LICENSES	\$3,500.00
MIDWEST ALARM SERVICES	BLDG CONSTRUCTION SUPPLY	\$230.00
MILLER, JOHN F.	OFFICIAL/REFEREE	\$95.00
MILTON, ANDREW	OFFICIAL/REFEREE	\$95.00
MINI MASTERPIECES PRESCHOOL INC	PROF-EDUCATIONAL SERVICES	\$4,072.49
MINNESOTA CLAY USA	INSTRUCTION SUPPLIES	\$437.50
MOSER, KEVIN	OFFICIAL/REFEREE	\$95.00
MULGREW OIL COMPANY	DIESEL	\$9,951.75
MULGREW OIL COMPANY	GASOLINE	\$15,178.57
MUSIC FIRST	INSTRUCTION SUPPLIES	\$1,991.00
NAUMAN, DANIEL	OFFICIAL/REFEREE	\$100.00
NCTM NATL COUNCIL OF TEACHERS OF MATH	STAFF DUES	\$494.00
NEUMANN, BECKY E	IN DISTRICT TRAVEL	\$3.45
NEVINS, AMY M	IN DISTRICT TRAVEL	\$10.47
NEW JERSEY FAMILY SUPPORT PYMT CENTER	PAYROLL DEDUCTIONS AND WITHHOLDINGS	\$200.00
NICKYS FOLDERS	INSTRUCTION SUPPLIES	\$810.00
NOAHS ARK PRESCHOOL	PROF-EDUCATIONAL SERVICES	\$4,442.72
NORTHEAST IOWA COMM COLLEGE-CALMAR	OTHER GENERAL SUPPLIES	\$60.00
NORTHEAST IOWA COMM COLLEGE-CALMAR	PROF-EDUCATIONAL SERVICES	\$67,661.70
NORTHEAST IOWA COMM COLLEGE-CALMAR	STAFF WORKSHOP/CONFERENCE REG FEES	\$200.00
NORTHEAST IOWA COMM COLLEGE-CALMAR	TUITION/COMM. COLLEGE	\$3,381.00
NORTHRUP JR, CHARLES	OFFICIAL/REFEREE	\$200.00
OBERHOFFER, BETH A	IN DISTRICT TRAVEL	\$18.00
OLSEN, ELIZABETH M	IN DISTRICT TRAVEL	\$1.50
OPEN-UP RESOURCES	TEXTBOOKS	\$1,613.70
ORIENTAL TRADING COMPANY INC	INSTRUCTION SUPPLIES	\$290.31
OUR REDEEMER LUTHERAN PRESCHOOL	PROF-EDUCATIONAL SERVICES	\$7,404.53
PAYROLL NET - ACH	NET PAYROLL PAYABLE	\$4,898,571.88
PER MAR SECURITY SERVICES	OTHER PURCH PROF SERVICES	\$384.00
PETERZALEK, JILL ANNETTE	OFFICIAL/REFEREE	\$218.76

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Vendor Name	Description	Check Total
PIONEER VALLEY EDUCATIONAL PRESS INC.	INSTRUCTION SUPPLIES	\$438.90
PLATHE, CHARLES	OFFICIAL/REFEREE	\$95.00
PROCHASKA, JAMES F.	OFFICIAL/REFEREE	\$50.00
PSSI CHEMICAL INNOVATIONS	OTHER GENERAL SUPPLIES	\$4,595.00
QBS, INC.	CONTRACTED TRAINING PROVIDER	\$112.00
QUADIENT LEASING USA, INC	RENTAL - OTHER	\$194.76
RANUM, BRIAN DAVID	OFFICIAL/REFEREE	\$190.00
REALLY GREAT READING LLC	INSTRUCTION SUPPLIES	\$823.20
REALLY GREAT READING LLC	OTHER GENERAL SUPPLIES	\$25.95
REALLY GREAT READING LLC	SOFTWARE LICENSES	\$141.71
REALLY GREAT READING LLC	SUBSCRIPTIONS/LICENSE RENEWAL FOR COMP SOFTWARE	\$383.17
REALLY GREAT READING LLC	WORKBOOKS	\$866.88
REPUBLIC SERVICES #897	REFUSE DISPOSAL	\$1,819.65
ROEN, JEFFREY A.	OFFICIAL/REFEREE	\$160.00
ROMER, CLAY	OFFICIAL/REFEREE	\$95.00
SCHADLER, CINDY L	IN DISTRICT TRAVEL	\$6.44
SCHEWE, JERRY	OFFICIAL/REFEREE	\$178.58
SCHOLASTIC INC - CLASSROOM MAGAZINES	INSTRUCTION SUPPLIES	\$104.39
SCHOLASTIC INC.	INSTRUCTION SUPPLIES	\$46.02
SCHOOL HEALTH CORPORATION	OTHER GENERAL SUPPLIES	\$70.08
SCHOOL SPECIALTY, INC	INSTRUCTION SUPPLIES	\$10,663.43
SCHOOL SPECIALTY, INC	OFFICE SUPPLIES	\$95.92
SCHOOL SPECIALTY, INC	OTHER GENERAL SUPPLIES	\$45.31
SCHROBILGEN, JENNIFER	PROPERTY RENTAL	\$40.00
SCHULTZ STRING	REPAIR/MAINTENANCE	\$161.50
SCHUMACHER, MIRANDA M	IN DISTRICT TRAVEL	\$48.24
SCHWARTE, ANGELA M	IN DISTRICT TRAVEL	\$17.77
SERNA, DORA	PROF-EDUCATIONAL SERVICES	\$507.30
SEVERSON, DAVE	OFFICIAL/REFEREE	\$95.00
SHERIDAN, JUDY C	IN DISTRICT TRAVEL	\$4.60
SOCIAL SECURITY ADMINISTRATION	PAYROLL DEDUCTIONS AND WITHHOLDINGS	\$378.20
SOCIAL THINKING	INSTRUCTION SUPPLIES	\$78.89
SPEED STACKS, INC.	INSTRUCTION SUPPLIES	\$450.00
SPIELMAN, CHARLES	OFFICIAL/REFEREE	\$1,251.12
STAND UP DESK STORE	INSTRUCTION SUPPLIES	\$512.31
STAPLES ADVANTAGE	FICA	\$58.99
STAPLES ADVANTAGE	INSTRUCTION SUPPLIES	\$289.42
STAPLES ADVANTAGE	OFFICE SUPPLIES	\$561.65
STAPLES ADVANTAGE	OTHER GENERAL SUPPLIES	\$1,317.84
STATE DISBURSEMENT UNIT	PAYROLL DEDUCTIONS AND WITHHOLDINGS	\$900.00
STENBERG, ERIC J.	OFFICIAL/REFEREE	\$133.78
STOLTZ, ALAN	OFFICIAL/REFEREE	\$360.00
STOREY KENWORTHY CORP	OTHER GENERAL SUPPLIES	\$4.46
SU INSURANCE COMPANY	BUILDING REPAIR/MAINT	\$350.00
SUBSCRIPTION SERVICE OF AMERICA, INC.	PERIODICALS	\$315.82

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Vendor Name	Description	Check Total
SUPERIOR WELDING SUPPLY CO	INSTRUCTION SUPPLIES	\$41.25
SWANK MOVIE LICENSING USA	SOFTWARE LICENSES	\$550.00
SWIFT, JONATHAN L	IN DISTRICT TRAVEL	\$40.77
T-MOBILE USA INC.	PROF-EDUCATIONAL SERVICES	\$4,000.00
TEACHER DIRECT	OTHER GENERAL SUPPLIES	\$22.56
TENNANT SALES AND SERVICE COMPANY	BUILDING REPAIR/MAINT	\$769.20
TFD SUPPLIES	INSTRUCTION SUPPLIES	\$27.50
THE JUSTICE CENTER	PAYROLL DEDUCTIONS AND WITHHOLDINGS	\$1,390.99
THE MATH LEARNING CENTER	WORKBOOKS	\$1,886.20
THE SENSORY PATH	INSTRUCTION SUPPLIES	\$3,000.00
THIBADEAU, GARY	OFFICIAL/REFEREE	\$220.00
THOMSEN, SHAWN M	OFFICIAL/REFEREE	\$269.00
TIMMERMAN, PHILLIP	OFFICIAL/REFEREE	\$279.68
TNT FRAMING, ENGRAVING & AWARDS	OTHER GENERAL SUPPLIES	\$132.00
TOMLINSON, GARY	OFFICIAL/REFEREE	\$190.00
TRI-STATE ADJUSTMENTS FREEPORT INC.	COLLECTION AGENCY FEE	\$47.80
TRI-STATE SHRED	OTHER PURCH PROF SERVICES	\$180.55
TRI-STATE TRAVEL	PRIVATE CONTRACT BUSSING	\$13,855.00
UMLAND, DON	OFFICIAL/REFEREE	\$223.12
UNION HOERMANN PRESS	OFFICE SUPPLIES	\$599.00
UNION HOERMANN PRESS	OTHER GENERAL SUPPLIES	\$489.00
UNITED PARCEL SERVICE	POSTAGE	\$171.21
UNITED WAY SERVICES	PAYROLL DEDUCTIONS AND WITHHOLDINGS	\$360.00
UNIVERSITY OF DUBUQUE CHILDCARE CENTER	PROF-EDUCATIONAL SERVICES	\$5,553.40
US CELLULAR	OTHER GENERAL SUPPLIES	\$212.97
US CELLULAR	PROF-EDUCATIONAL SERVICES	\$14,777.06
US CELLULAR	TELEPHONE/DATA LINES	\$852.23
VALENTA, DEBRA K	IN DISTRICT TRAVEL	\$6.38
VAN CLEAVE, JILANN M	IN DISTRICT TRAVEL	\$8.91
VERIZON WIRELESS	PROF-EDUCATIONAL SERVICES	\$9,575.11
VERIZON WIRELESS	TELEPHONE/DATA LINES	\$40.01
VIERTEL, DAVID E.	OFFICIAL/REFEREE	\$270.00
WAL-MART DUBUQUE	INSTRUCTION SUPPLIES	\$632.17
WAL-MART DUBUQUE	OTHER GENERAL SUPPLIES	\$178.46
WALLIS, DAVID	OFFICIAL/REFEREE	\$300.00
WELLMARK BLUE CROSS BLUE SHIELD OF IOWA	PAYROLL DEDUCTIONS AND WITHHOLDINGS	\$602,630.95
WEST MUSIC COMPANY	INSTRUCTION SUPPLIES	\$1,150.42
WEST MUSIC COMPANY	MACHINERY/EQUIPMENT	\$2,339.17
WEST MUSIC COMPANY	OTHER GENERAL SUPPLIES	\$299.70
WEST MUSIC COMPANY	REPAIR/MAINTENANCE	\$4,244.12
WIDMAR, CYNTHIA A	IN DISTRICT TRAVEL	\$10.84
WILDEN JR, RAYMOND P.	OFFICIAL/REFEREE	\$200.00
WILLIAM V MACGILL & CO	OTHER GENERAL SUPPLIES	\$550.69
WILSON, CLARK E.	OFFICIAL/REFEREE	\$128.12
WISC SUPPORT COLLECTIONS TRUST	PAYROLL DEDUCTIONS AND WITHHOLDINGS	\$1,614.16

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Vendor Name	Description	Check Total
WISKUS, ELIZABETH D	IN DISTRICT TRAVEL	\$3.22
WRIGHT, EUGENE DAVID	OFFICIAL/REFEREE	\$120.00
Y CREATIVE-FINLEY-DCY	PROF-EDUCATIONAL SERVICES	\$5,553.40
YILEK, MICHAEL	OFFICIAL/REFEREE	\$120.00
YOUNG-UNS CHILD CARE CENTER & PRESCHOOL	PROF-EDUCATIONAL SERVICES	\$19,992.24
ZIETLOW, JOHN Z	OFFICIAL/REFEREE	\$208.18
ZOOM VIDEO COMMUNICATIONS, INC.	OTHER PURCH PROF SERVICES	\$340.00
ZUGENBUEHLER, MARC C	IN DISTRICT TRAVEL	\$23.75
Fund Total:		\$10,910,078.73
Fund: LOCAL OPTION SALES TAX		
AHLERS & COONEY, P.C.	LEGAL	\$1,360.90
CDW GOVERNMENT INC	TECHNOLOGY SUPPLIES	\$4,416.00
CENTURY LINK - PHOENIX	TELEPHONE/DATA LINES	\$12,044.10
CONLON CONSTRUCTION CO.	CONSTRUCTION SERVICES	\$148,352.00
CS TECHNOLOGIES, INC.	TELEPHONE/DATA LINES	\$1,959.00
FOLLETT SCHOOL SOLUTIONS, INC.	OTHER PURCH PROF SERVICES	\$37,204.00
HARRIS N.A.	CONSTRUCTION SERVICES	\$1,589.24
HARRIS N.A.	TECHNOLOGY SUPPLIES	\$1,357.80
HEARTLAND BUSINESS SYSTEMS	OTHER PURCH PROF SERVICES	\$247.50
HP INC	TECHNOLOGY SUPPLIES	\$1,200.00
MODUS ENGINEERING, LTD	ARCHITECT/CM SERVICE	\$1,405.00
MULTIVISTA	CONSTRUCTION SERVICES	\$573.38
POWERGISTICS	COMPUTER HARDWARE	\$1,758.97
PS3 ENTERPRISES, INC	CONSTRUCTION SERVICES	\$75.00
RACOM CORPORATION	OTHER PURCH PROF SERVICES	\$26,833.18
RAPIDS REPRODUCTIONS INC	BLDG CONSTRUCTION SUPPLY	\$28.56
RAVE WIRELESS, INC.	OTHER PURCH PROF SERVICES	\$29,800.00
SCREEN CONNECT SOFTWARE LLC	OTHER PURCH PROF SERVICES	\$20,520.00
SCREENBEAM INC	TECHNOLOGY SUPPLIES	\$43,622.28
STRAKA JOHNSON ARCHITECTS PROF. CORP.	ARCHITECT/CM SERVICE	\$116,252.50
VERIZON WIRELESS	TELEPHONE/DATA LINES	\$280.07
Fund Total:		\$450,879.48
Fund: MANAGEMENT LEVY		
MEDICAL ASSOCIATES - I PLAN (EMPLOYEE)	MEDICAL INSURANCE	\$2,173.57
MEDICAL ASSOCIATES HMO (EMPLOYEE)	MEDICAL INSURANCE	\$12,694.97
WELLMARK BLUE CROSS BLUE SHIELD OF IOWA	MEDICAL INSURANCE	\$17,106.63
Fund Total:		\$31,975.17
Fund: PHYSICAL PLANT/EQUIP LEVY		
ACCESS SYSTEMS	CAPITALIZED FIXED ASSETS	\$12,949.80
ACCESS SYSTEMS	MACHINERY/EQUIPMENT	\$25,968.20
AVALON BODY SHOP INC	VEHICLE REPAIR/MAINT	\$5,378.08
BUESING AND ASSOCIATES, INC	OTHER PURCH PROF SERVICES	\$3,058.00
DRIVE LINE OF DUBUQUE INC	CAPITALIZED FIXED ASSETS	\$9,202.31

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Vendor Name	Description	Check Total
EASTERN IOWA EXCAVATING & CONCRETE LLC	F/A OTHER PROPERTY SERV	\$76,482.98
GOODWIN TUCKER GROUP	F/A OTHER PROPERTY SERV	\$14,899.33
HARRIS N.A.	BLDG CONSTRUCTION SUPPLY	\$7,708.51
HARRIS N.A.	OTHER PROPERTY SERVICES	\$2,301.86
IIW, P.C.	ARCHITECT/CM SERVICE	\$640.00
MCDERMOTT EXCAVATING	OTHER PROPERTY SERVICES	\$6,730.20
MCDERMOTT EXCAVATING	REPAIR/MAINTENANCE	\$3,400.00
MODUS ENGINEERING, LTD	ARCHITECT/CM SERVICE	\$3,445.00
MSA PROFESSIONAL SERVICES INC	ARCHITECT/CM SERVICE	\$4,930.00
PREMIER FURNITURE & EQUIPMENT	MACHINERY/EQUIPMENT	\$64,695.00
RICOH USA, INC	OTHER TECH SERVICES	\$4,419.21
STEAM MANAGEMENT SYSTEMS, INC.	CAPITALIZED FIXED ASSETS	\$12,650.00
Fund Total:		\$258,858.48
Fund: SCHOOL NUTRITION FUND		
AFLAC - EMPLOYEE	PAYROLL DEDUCTIONS AND WITHHOLDINGS	\$200.79
ATLANTIC COCA-COLA BOTTLING COMPANY	PURCHASED FOOD	\$1,454.77
BIMBO BAKERIES USA	PURCHASED FOOD	\$1,970.01
FEDERAL TAX WITHHOLDING	PAYROLL DEDUCTIONS AND WITHHOLDINGS	\$10,863.18
FESSLER, JEANNETTE	UNEARNED REVENUES	\$37.70
FICA WITHHOLDING - EMPLOYEE	PAYROLL DEDUCTIONS AND WITHHOLDINGS	\$28,838.50
GARRETT, MIKE	UNEARNED REVENUES	\$45.10
GOODRICH, ALLISON	UNEARNED REVENUES	\$19.65
HALLSTOOS, SHARON	UNEARNED REVENUES	\$31.45
HARRIS N.A.	OTHER GENERAL SUPPLIES	\$2,695.31
HARRIS N.A.	PURCHASED FOOD	\$115.21
HELGERSON, SANDI	UNEARNED REVENUES	\$20.70
IA PUBLIC EMP RETIREMENT-EMPLOYEE	PAYROLL DEDUCTIONS AND WITHHOLDINGS	\$30,038.66
ILLINOIS DEPARTMENT OF REVENUE	PAYROLL DEDUCTIONS AND WITHHOLDINGS	\$118.68
IOWA STATE TAX WITHHOLDING	PAYROLL DEDUCTIONS AND WITHHOLDINGS	\$5,306.40
JURISIC, MARIA	UNEARNED REVENUES	\$83.90
KEY, SHIRLEY	UNEARNED REVENUES	\$42.15
LARSEN, ANGELA	UNEARNED REVENUES	\$131.80
LESSEI, AMY	UNEARNED REVENUES	\$19.30
LOFFREDO FRESH PRODUCE CO. INC	PURCHASED FOOD	\$2,535.31
MADISON NATIONAL LIFE INSURANCE CO.	PAYROLL DEDUCTIONS AND WITHHOLDINGS	\$477.10
MARTIN BROS. DISTRIBUTING CO	COMMODITIES CONSUMED	\$315.00
MARTIN BROS. DISTRIBUTING CO	PURCHASED FOOD	\$12,036.29
MEDICAL ASSOCIATES - I PLAN (EMPLOYEE)	PAYROLL DEDUCTIONS AND WITHHOLDINGS	\$9,567.24
MEDICAL ASSOCIATES HMO (EMPLOYEE)	PAYROLL DEDUCTIONS AND WITHHOLDINGS	\$12,593.94
MILLER, DAVID	UNEARNED REVENUES	\$42.75
NPC INTERNATIONAL INC.	PURCHASED FOOD	\$1,235.00
PAYROLL NET - ACH	NET PAYROLL PAYABLE	\$141,161.19
PRAIRIE FARMS DAIRY, INC	PURCHASED FOOD	\$12,552.68
PUTNAM, SCOTT	UNEARNED REVENUES	\$16.25
REINHART FOODSERVICE	OTHER GENERAL SUPPLIES	\$7,445.01

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Vendor Name	Description	Check Total
REINHART FOODSERVICE	PURCHASED FOOD	\$36,204.03
THE JUSTICE CENTER	PAYROLL DEDUCTIONS AND WITHHOLDINGS	\$284.22
UNION HOERMANN PRESS	OTHER GENERAL SUPPLIES	\$196.00
WALKER, JENNIFER	UNEARNED REVENUES	\$87.70
WELLMARK BLUE CROSS BLUE SHIELD OF IOWA	PAYROLL DEDUCTIONS AND WITHHOLDINGS	\$18,685.68
WILSON RESTAURANT SUPPLY	OTHER GENERAL SUPPLIES	\$6,020.94
WOODHOUSE, GINGER	UNEARNED REVENUES	\$50.55
Fund Total:		\$343,540.14
Fund: STUDENT ACTIVITY FUND		
ADRENALINE FUNDRAISING - CR	OTHER GENERAL SUPPLIES	\$5,161.50
AGONSWIM.COM	OTHER GENERAL SUPPLIES	\$224.75
ALL AMERICAN SPORTS CORP.	OTHER GENERAL SUPPLIES	\$823.35
BP CREDIT CARD CENTER	GASOLINE	\$226.95
BSN SPORTS, LLC	MACHINERY/EQUIPMENT	\$810.00
CASCADE JUNIOR-SENIOR HIGH SCHOOL	STUDENT ENTRY FEES	\$100.00
CEDAR FALLS HIGH SCHOOL	STUDENT ENTRY FEES	\$640.00
CENTRAL COLLEGE	STUDENT ENTRY FEES	\$100.00
CLINTON HIGH SCHOOL	STUDENT ENTRY FEES	\$110.00
DISTRICT 20 SUPPLY CO.	OTHER GENERAL SUPPLIES	\$1,348.00
EASTBAY	OTHER GENERAL SUPPLIES	\$3,149.52
ELSMORE SWIM SHOP	OTHER GENERAL SUPPLIES	\$490.00
ENVISION SPORTS DESIGN	OTHER GENERAL SUPPLIES	\$1,100.00
FEDERAL TAX WITHHOLDING	PAYROLL DEDUCTIONS AND WITHHOLDINGS	\$132.83
FELDERMAN, TIM A	OTHER GENERAL SUPPLIES	\$34.00
FICA WITHHOLDING - EMPLOYEE	PAYROLL DEDUCTIONS AND WITHHOLDINGS	\$873.64
GEHL LAWN SERVICE	PROF-EDUCATIONAL SERVICES	\$1,015.00
GRAVES SIGNS	OTHER GENERAL SUPPLIES	\$465.00
HAPPY JOES DELIVERY & CARRYOUT	OTHER GENERAL SUPPLIES	\$4,215.00
HARRIS N.A.	OTHER GENERAL SUPPLIES	\$16,709.88
HARRIS N.A.	PROF-EDUCATIONAL SERVICES	\$1,405.00
HENRY SCHEIN MEDICAL	OTHER GENERAL SUPPLIES	\$132.04
HY-VEE, INC.	OTHER GENERAL SUPPLIES	\$3,636.50
IA PUBLIC EMP RETIREMENT-EMPLOYEE	PAYROLL DEDUCTIONS AND WITHHOLDINGS	\$532.89
ILLINOIS DEPARTMENT OF REVENUE	PAYROLL DEDUCTIONS AND WITHHOLDINGS	\$33.25
IOWA BANDMASTERS ASSOCIATION, INC	STAFF DUES	\$75.00
IOWA CITY WEST HIGH SCHOOL	STUDENT ENTRY FEES	\$100.00
IOWA GIRLS HIGH SCHOOL ATHLETIC UNION	INSTITUTION DUES	\$150.00
IOWA HIGH SCHOOL MUSIC ASSOCIATION	STAFF DUES	\$467.00
IOWA HIGH SCHOOL MUSIC ASSOCIATION	STUDENT ENTRY FEES	\$238.00
IOWA SPORTS SUPPLY INC.	OTHER GENERAL SUPPLIES	\$155.00
IOWA STATE TAX WITHHOLDING	PAYROLL DEDUCTIONS AND WITHHOLDINGS	\$84.43
JAMES SIZER	OTHER GENERAL SUPPLIES	\$36.00
JAZZ EDUCATORS OF IOWA	STAFF DUES	\$20.00
JMJ SCREEN PRINTING	OTHER GENERAL SUPPLIES	\$608.76

Dubuque Community School District
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Vendor Name	Description	Check Total
KAMMERUDE, TROY M	MISCELLANEOUS REVENUE	\$75.00
LIME ROCK SPRINGS COMPANY	OTHER GENERAL SUPPLIES	\$3,425.20
MARSHALLTOWN HIGH SCHOOL	STUDENT ENTRY FEES	\$300.00
MEDCO SUPPLY COMPANY	MACHINERY/EQUIPMENT	\$2,481.62
MEDCO SUPPLY COMPANY	OTHER GENERAL SUPPLIES	\$26.52
MID AMERICA SPORTS ADVANTAGE	OTHER GENERAL SUPPLIES	\$379.96
MONTICELLO SPORTS	OTHER GENERAL SUPPLIES	\$4,914.00
MYERS-COX COMPANY	OTHER GENERAL SUPPLIES	\$2,957.69
NATURAL FIT INC.	PROF-EDUCATIONAL SERVICES	\$400.00
NEIBA NORTHEAST IOWA BANDMASTERS ASSN	STAFF DUES	\$20.00
O'BRIEN, SUSAN	OTHER GENERAL SUPPLIES	\$76.00
PAYROLL NET - ACH	NET PAYROLL PAYABLE	\$4,886.22
PLANE ART DESIGNS, INC.	OTHER GENERAL SUPPLIES	\$2,101.02
PLEASANT VALLEY HIGH SCHOOL	STUDENT ENTRY FEES	\$200.00
SOLON HIGH SCHOOL	STUDENT ENTRY FEES	\$200.00
SUBWAY - KEYWEST	OTHER GENERAL SUPPLIES	\$810.00
TRI-STATE PORTA POTTY, INC.	OTHER GENERAL SUPPLIES	\$490.00
WAL-MART DUBUQUE	OTHER GENERAL SUPPLIES	\$187.72
WEBER PORTRAIT DESIGN, LLC	OTHER GENERAL SUPPLIES	\$20.00
WESTERN DUBUQUE HIGH SCHOOL	STUDENT ENTRY FEES	\$120.00
	Fund Total:	\$69,474.24
	Grand Total:	\$12,269,938.32

DUBUQUE COMMUNITY SCHOOL DISTRICT
Facilities/Support Services Committee

BOARD COMMITTEE MINUTES

This form is used by all multimember committees established by the Board of Education. Before any meeting is held, be sure you have met the requirements of Chapter 1037 Laws of the 67th G.A., 1978 Session, Official Meetings Open to Public.

- I. Complete the Following Before Starting the Meeting
- A. Date agenda was posted for meeting: October 2, 2020
 - B. Date media were emailed agenda: October 2, 2020
 - C. Media who were emailed an agenda: Telegraph Herald; Des Moines Register; KWWL; KCRG; KGAN; Radio Dubuque; Townsquare Media Group; and Chamber of Commerce.
 - D. Board Committee: **Facilities/Support Services Committee**
 - E. Date and Time of Meeting: October 5, 2020 - 4:00 p.m.
 - F. Place of Meeting: The Forum and via Zoom
 - G. Attach agenda to this form. Verify that a copy of the agenda has been filed with the Secretary of the Board and the Administrator holding the Committee meeting.

If any of the above data does not comply with the open meeting law, do not begin the meeting.

Board Members present: Jim Prochaska, Tami Ryan, Lisa Wittman. Present via Zoom: Nancy Bradley, Mike Donohue, Kate Parks, Anderson Sainci. District representatives present: Stan Rheingans, Kevin Kelleher, Rick Till, Bill Burkhart, Shirley Horstman.

Mr. Donohue called the meeting to order at 4:00 p.m.

Agenda for October 5, 2020

The agenda was approved as submitted.

Purchase/Professional Services Contracts

Iowa Jobs for America's Graduates – renewal to implement and sustain the iJAG program at Hempstead and Senior High Schools and Jefferson and Washington Middle Schools at an estimated cost of \$135,000.00. They currently do not meet district professional liability insurance requirements, but will work toward meeting that requirement in the future. Recommendation is to proceed with the contract. Board 10.12.20

NICC – renewal to provide accessibility of college courses to DCSD students at an estimated cost of \$126,000.00. Board 10.12.20

City of Dubuque – renewal for School Resource Officers for the 2020-2021 school year at an estimated cost of \$290,824.00. Board 10.12.20

Update on Current District Projects

Alta Vista Campus Vocational Technology Building Addition

Change Order #2 in the decreased amount of \$4,679.83. Board 10.12.20

Painting is being completed so trim work can begin. Site paving has not yet been completed due to rain.

Hempstead High School Parking Lot Expansion

Project is complete. Resolution for final acceptance and closing final project costs for the public improvement contract with Eastern Iowa Excavating & Concrete, LLC – Board 10.12.20

Senior High School Renovation Phase 2

Straka Johnson Architects (SJA) continues with Construction Documents for Senior Phase 2.

The SJA Consultant Team is working on their various disciplines, including Schuler Shook Theater Planners and Threshold Acoustics auditorium acoustics and audio/visual designers. Other consultants include Modus Mechanical, Electrical, Plumbing and Technology Engineers, Burrington Group Civil Engineers, and Apex Structural Engineers.

SJA's inhouse team continues developing the construction documents for the various areas of work in the building, including but not limited to the Event Entry Site Plan on the west, the Performance Physical Education/Weight Room on the east, the ADA accessible entry on the southeast, and other areas within the building.

The Executive Planning Committee continues to meet on a biweekly basis with updated designs and solutions reviewed as appropriate.

The Core Planning Group was scheduled to meet on September 30, 2020, but that meeting was postponed until October 21, 2020.

Budget and timeline remain unchanged.

Hempstead High School Underground Geothermal Vault Replacement

Project is complete. Resolution for final acceptance and closing final project costs for the public improvement contract with A-One Geothermal, Inc. – Board 10.12.20

Irving Elementary School Storm Water Improvements

Project is complete. Awaiting paperwork from McDermott Excavating.

Cenergistic Update

Abbi Hammann, Energy Specialist, is completing training in Texas until December 18. Cenergistic will be sending another energy specialist for this time frame.

PPEL and SAVE Project Recaps

Mr. Kelleher reviewed the Physical Plant and Equipment Levy (PPEL) and Secure an Advanced Vision for Education (SAVE) project planning reports.

28E Agreement with the City of Dubuque

This is a renewal of a ten-year agreement on the partnership with the City of Dubuque on the Prescott Neighborhood Resource Center. Board 10.12.20

2019-2020 Internal Control Policies and Procedures Report

Mr. Kelleher reviewed the internal control tests that were completed for the year. Board 10.12.20

Financial Targets for 2019-2020

The targets indicate an unspent balance of \$1,149,169, which is better than what was projected in March. The cash balance is still lower than the target. Solvency ratio is 13.0% which is within target range.

SBRC Request for Allowable Growth for Special Education and LEP Deficits

Resolution to approve the submission of the request to the School Budget Review Committee in the amount of \$329,085.97 (or as determined by the Iowa Department of Education following DE audit review) in Modified Supplemental Amount to provide 100% spending authority for 2020 excess costs of the LEP program funded through a cash reserve levy. Board 10.12.20

Resolution to approve the submission of the request to the School Budget Review Committee in the amount of \$5,766,709.30 (or as determined by the Iowa Department of Education following DE audit review) in Modified Supplemental Amount to provide 100% spending authority for 2020 special education deficit funded through a cash reserve levy. Mr. Kelleher mentioned that the district special education deficit has ranked in the top four across the state the prior three years, as well as how much the deficit affected the property tax levy rate for the last three years. Board 10.12.20

Other Items

Mr. Kelleher requested board guidance on contracts. Does the board want legal and insurance review on the small dollar contracts and if so, what would be a number the board is comfortable with?

Another option would be for the district to draft a standard, consistent agreement hoping vendors would sign that. Currently, the \$50,000 (new contract) and \$100,000 (renewal) is forwarded on for legal and insurance review. Unless there appears to be risk exposure, board members are comfortable with the system as is.

The next meeting was scheduled for November 2, 2020.

The meeting adjourned at 4:44 p.m.

Joni Lucas, Secretary

ITEM I - RESIGNATIONS – Recommended for Approval**A. Classified**

Name	Resignation Received	Effective	Date of Hire	School/Position	Reason
Brecht, Cammie	9/24/20	10/14/20	8/23/12	Forum/School Services Admin. Asst.	Personal
Hanselmann, Amber	9/11/20	9/25/20	8/17/12	Senior/Clerical Paraprofessional	Other employment
Harris, Candy	9/25/20	9/16/20	8/14/20	Eisenhower/MC & Autism Para.	Personal
Johnson, Adrianna	10/6/20	10/1/20	2/16/17	Audubon/MC Paraprofessional	Other employment
Jones, Mary	9/25/20	9/25/20	2/1/19	Sageville/Food Service Worker	Retirement
Moore, Derek	9/21/20	10/14/20	11/5/19	Transportation/Bus Driver	Relocation
Routley, Mary	9/14/20	9/25/20	8/14/20	Hoover/Health Paraprofessional	Personal
Searles, Hope	9/24/20	9/21/20	9/3/20	Senior/MC & Behavior Paraprofessional	Personal

B. Teacher Coach

Kress, Jenny	10/1/20	10/1/20	10/9/95	Roosevelt/Dance	Personal
Maneman, Nicholas	9/29/20	6/30/21	8/23/06	Roosevelt/8 th Grade Boy's Basketball	Personal
Maneman, Nicholas	9/29/20	6/30/21	8/23/06	Roosevelt/7 th Grade Volleyball	Personal

C. Coach

Decker, Matt	10/8/20	10/8/20	8/22/16	Hempstead/Varsity Asst. Boy's Track	Personal
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ITEM II - RETIREMENT INCENTIVE – Recommended for Approval

Name	Application Received	Effective	Date of Hire	School	Position
Gerdemann, Joan	10/8/20	7/22/20	1/18/93	Carver	Grade 3 Teacher
Weber, Francis	9/25/20	12/31/20	2/23/98	Buildings & Grounds	Painter Foreman

ITEM III - TERMINATION – Recommended for Approval

Name	School	Position	Date of Hire	Effective Date	Reason
Kunkel, Lydia	Jefferson	MC Paraprofessional	8/14/20	9/22/20	Probationary period

ITEM IV - ADMINISTRATOR APPOINTMENT – Recommended for Approval

Name	Building	Assignment	Replacing	Salary
Powers, Robert	Buildings & Grounds	Assistant Manager	Clasen	\$70,000/yr.

ITEM V - INITIAL APPOINTMENTS – Recommended for Approval

Name	School	Assignment	Replacing	Recommended By	Salary
Bormann, Jeni	Hoover	Health Paraprofessional	Routley	Walech/Hawkins	\$14.40/hr.
Busack, Randall	Hempstead/Senior	Custodian	Galler	Burkhart/Hawkins	\$19.79/hr.
Daniels, Holly	Table Mound	ECSE Paraprofessional	Add'l	Hull/Hawkins	\$14.55/hr.
Hildebrand, Phil	Bldgs & Grounds	Plant Maintenance #1	Hoerner	Burkhart/Hawkins	\$26.46/hr.
Klein, Donald	Lincoln	Food Service Worker	Schmitt	Franck/Hawkins	\$14.59/hr.
Nelson, Elizabeth	Marshall	MC Paraprofessional	Richey	Schmidt/Hawkins	\$14.55/hr.
Scarlino, Jane	Senior	Attendance Secretary	Lieb	Johnson/Hawkins	\$16.88/hr.
Schilling, Vicki	Hempstead	Security Paraprofessional	Baker	Kolker/Hawkins	\$14.40/hr.
Schwartz, Nicholas	Bldgs & Grounds	Swingshift Custodian	Block	Burkhart/Hawkins	\$20.19/hr.
Vacek, Molly	Carver	Educational Interpreter	Silver	Duvel/Hawkins	\$30,272/yr.

ITEM VI - LEAVE OF ABSENCE – Recommended for Approval

Name	Building	Position	Dates of Absence	Reason
May, Maggie	Prescott	Multicategorical Teacher	9/21/20 – 6/2/21	Personal

ITEM VII - COACHING CONTRACT – Recommended for Approval

Name	School	Assignment	Replacing	Recommended By	Salary
Edminster, Ashley	Hempstead	Cheerleading Assistant	Mumm	Kuhle/Hawkins	\$1,545

ITEM VIII - AMENDED CONTRACTS – Recommended for Approval

Name	Salary	Increase/ Decrease	New Salary	Reason
Dole, Shawn	N/A	N/A	N/A	Add 1.0 hr/day
Lindstrom, Emma	\$37,218	ADD \$1,379	\$38,597	Horizontal Advancement (BA to BA+15)
Miller, Jessica	\$10,330	ADD \$32,582	\$42,912	TAP Grant extended
Thoma, Paige	\$15.37/hr.	N/C	N/C	TAP Grant extended
Wuertzer, Jean	\$11,685	ADD \$36,854	\$48,539	TAP Grant extended

ITEM IX - PROJECTS – Recommended for Approval**A. Hourly Projects**

- Equity & Inclusion (Staff Development) – Project #3355
Eleanor Roosevelt Middle School
July 22, 2020 – June 10, 2021
10.0225.2213.000.0000.000129 - \$1,475.10

Carter, Joseph E
Florence, Beverly J
Milum, Rebecca J
Sendt, Melissa M

ITEM IX - PROJECTS – Continued

2. Extended Day for Part-Time Teachers (School Budget) - Project #3358
Eleanor Roosevelt Middle School
August 1, 2020 – June 5, 2021
10.0225.1100.110.0000.000129 - \$1,000.00
3. Elementary Science FOSS Training (Core Curriculum) - Project #3462
September 15 – November 1, 2020
10.0209.1100.110.3376.000129 - \$41.75

Flammang, Barbara S

4. Teacher Quality Committee (Teacher Quality) - Project #3471
September 15, 2020 – June 30, 2021
10.9199.1100.1103376.000129 - \$8,294.20

Burke, Christopher T

Duehr, Tammy S

Evarts, Amy L

Giesemann, Kelly L

Miller, Joel A

Wohlers, Annette L

5. Paraprofessional Inservice (School Budget) - Project #3472
Hempstead High School
September 1, 2020 – May 31, 2021
10.0118.1100.110.0000.000109 - \$1,500.00
6. Clarke College Football (Activities) - Project #3473
October 1 – November 30, 2020
10.9331.1400.920.6600.000129 - \$600.00
10.9331.1400.920.6600.000149 - \$1,600.00

King, Kiahra A

King, Milana K

King, Steffany L

Szalkowski, Clare O

Wright, Maura K

ITEM IX - PROJECTS – Continued

7. LEAP (Federal Grant) - Project #3474
Thomas Jefferson Middle School
October 5, 2020 – June 5, 2021
10.0209.1400.110.4646.000109 - \$3,375.00
10.0209.1400.110.4646.000129 - \$33,045.00
10.0209.2113.000.4646.000139 - \$1,500.00

Clark, Brandi M
Corbin, Alexis M
Decker, Leah M
Duggan, Jill Y
Efferding, Christine M
Ehrich, Haley A
Garner, Mariah K

Gonzalez Ramos, Areli
Haverland, Amy L
Huber, Kayla J
Kelchen, Shelby R
Kim, Andrew Y
Kutsch, Chona C
O'Neill, Samantha R

Runde, Heather L
Snitkey, Nicole A
Streif, Sarah M
Thimmesch, Katherine A
Van Cleave, Haley M

8. LEAP (Federal Grant) - Project #3475
George Washington Middle School
October 5, 2020 – June 5, 2021
10.0218.1400.110.4646.000109 - \$3,375.00
10.0218.1400.110.4646.000129 - \$26,950.00

Callan, Tara L
Carter, Shelby R
Hamel, Lorilee B
Hefel, Erin L

Kirman, Jason R
Lukens, Allyson
Murphy, Ryan B
Riedl, Nicole M

Rothert, Karen J
Schroeder, Erin M

9. Building Leadership Team Meetings (School Budget) - Project #3476
Table Mound Elementary School
October 12, 2020 – June 15, 2021
10.0526.1100.110.0000.000129 - \$3,161.30

Duve, Jessica M
Flores, Jennifer L
Foust, Emilie A

Herber, Amy N
Marty, Paula J
Meyer, Abbey C

Thill, Kristy A
Wagner, Cindy K

10. High School English Curriculum Study (Support Levy) - Project #3477
October 13, 2020 – June 1, 2021
10.9331.1100.105.1114.000129 - \$4,800.00

Christianson, Courtney A
Coenen, Heather L
Jenkins, Nathan M

Koch, Dianne M
Potter, Amanda J
Redmond, Tricia A

Ressler, Mark W
Riepe, Katherine M
Runde, Andrea L

ITEM IX - PROJECTS – Continued

11. High School English Task Force (Support Levy) - Project #3478
 October 13, 2020 – June 1, 2021
 10.9331.1100.105.1114.000129 - \$4,800.00

Cheever, Theresa M
Deutsch, Emma R
Houselog, Janie M

Koch, Dianne M
Naber, Laura E
Ressler, Mark W

Runde, Andrea L

12. Elementary & Secondary Assessment (ESSER Fund) - Project #3480
 October 13-21, 2020
 10.9199.1100.110.4052.000129
 10.9199.1100.110.4052.000109
 10.9199.2411.000.4052.000159
 10.9199.2113.000.4052.000139
 Total cost - \$25,543.81

Albers, Julee A
Bechen, Nicole M
Blake, Tiffany A
Blum, Amber L
Brimeyer, Jessica L
Conlon-Kalb, Suzanne
Cooksley, Amy B
Culbertson, Jayme L
Degree, Sara M
Delaney, Aimee M
Deutmeyer, Christina L
Dostal, Janann K
Dubord, Jessica A
Dunne, Shelly K
Dyer, Jeffrey D
Ehlers, Rae Ann
Erner, Abigail M
Fitting, Sarah L
Fitzpatrick, Kathy A
Fitzpatrick, Megan L
Forbes, Jennifer D
Frett, Jennifer L
Hamel, Lorilee B
Hamilton, Bridget A
Hanley, Sandra C
Herman, Laura D
Hermesen, Rosemarie
Herr, Kristina L
Hess Feldmann, Tammy
Hochberger, Sara A
Honda, Kourtney L

Huinker, Jennifer L
Jasper, Chelsea L
Kann, Paula L
Kelchen, Shelby R
Krewson, Janet L
Lech, Kayla L
Leonard, Sarah A
Marty, Paula J
May, Sara B
Meade, Mary Jane
Meadows, Elissa J
Mitwede, Elisha S
Morley, Stacy L
Murphy, Anne C
Nilles-Putchio, Danette M
Noonan, Susan E
Northouse, Theresa M
Oberfoell, Laura J
Perreard, Katherine Ann
Pfaff, Heather M
Pfaff, Nicholas J
Potts, Jennifer L
Powers, Molly K
Pregler, Lauren S
Rath, Heather L
Rawal, Mandy M
Redfern, Brenda J
Reed, Elizabeth M
Ricke, Tonia M
Rigdon, Lynn A
Runde, Heather L

Ryan, Lorie L
Sanchez, Denise C
Schmeichel, Charles A
Schmitt, Donna J
Schumacher, Kiersten S
Schute, Tina M
Settanni, Alexandria M
Seymour, Julie M
Sigwarth, Stacey M
Snitkey, Nicole A
Splinter, Kelli L
Stoll, Jennifer L
Stork, Damian J
Summer, Molly A
Swart, Nicole M
Tharp, David J
Thibadeau, Ashley C
Thole, Rhonda L
Vogts, Theresa J
Wagner, Cindy K
Weber, Michelle E
Weber, Sarah M
Wernimont, Katie L
Weydert, Courtney A
Wiezorek, Kelly A
Wohlers, Annette L
Wright, Cordae E
Zillig, Sandra E

ITEM IX - PROJECTS – Continued

B. Stipend

1. Visual & Performing Arts Activities (School Budget)
George Washington Middle School
October 13, 2020 – June 1, 2021
21.0218.1400.910.6110.000129 - \$3,325.00
21.0218.1400.910.6110.000109 - \$1,525.00

Hannan, Kathleen R
Jenn, Elizabeth C
Schramm, Katherine A
Schumacher, Megan E

2. LEAP Facilitator (Federal Grant)
George Washington Middle School
October 5, 2020 – June 5, 2021 - \$3,415.50

Boyer, Lindsay J

3. Science Bowl (School Budget)
Eleanor Roosevelt Middle School
November 1, 2020 – February 27, 2021
10.0225.1100.113.0000.000129 - \$460.00

Winger, Wendy G

4. First Robotics (School Budget)
Eleanor Roosevelt Middle School
October 1, 2020 – May 1, 2021
21.2225.1401.920.6600.000129 - \$1,800.00

Watson, Christy A
Winger, Wendy G

5. Football Camp (School Budget)
Hempstead High School
August 2-7, 2020
21.0118.1400.920.6720.000129 - \$3,000.00

Bahl, Jamie

ITEM X - TRANSFERS – For Information Only

A. Teachers

Name	From	To
Derks, Jennifer	Washington & Bryant/ELL	Washington/ELL
Weber, Elizabeth	Bryant & Irving/ELL	Bryant, Irving & Lincoln/ELL

B. Classified

Heyer, Brett	Transportation/Bus Driver	Transportation/Relief Bus Driver
Cook, Marlene	Eisenhower/2.0 Food Service Worker	Kennedy/3.5 Food Service Worker
Milligan, Julie	Jefferson/6.67 Security Paraprofessional	Jefferson/6.67 Life Skills Paraprofessional
Petrousek, Linsey	Irving/6.58 Life Skills Paraprofessional	Bryant/6.58 Life Skills Paraprofessional
Van Deest, Megan	Irving/6.58 Multicategorical Paraprofessional	Hempstead/7.08 Life Skills Paraprofessional
Wiederholt, Kimberly	Senior/6.58 Technology Paraprofessional	Senior/7.0 Clerical Paraprofessional
Saroka, Valerie	Transportation/Relief Bus Driver	Transportation/Bus Driver

**Dubuque Community School District
Board Meeting
October 12, 2020**

If any board member wishes to see the full contract document prior to approval at the meeting, please let the board secretary know in advance and a copy of the actual contract will be brought to the meeting for review prior to approval.

Provider	Description	Estimated Cost	Funding	Purchase or Professional Service Contract
City of Dubuque	Agreement for School Resource Officers	\$290,824.00	Fund 10	Professional
Iowa Jobs for America's Graduates (iJAG)	Memorandum of Understanding to implement and sustain the Jobs for America's Graduates Program at Hempstead, Senior, Jefferson and Washington	\$135,000.00	Fund 10	Professional
	Student Data Privacy Agreement	---	--	
Northeast Iowa Community College	Contract to provide accessibility of college courses to District students	\$126,000.00	Fund 10	Professional
Buena Vista University	Cooperative Student Teaching Agreement	---	---	Professional
Clarke University	Agreement for clinical learning experiences for athletic training students	---	---	Professional
City of Dubuque	Agreement for Drug Abuse Resistance Education Cooperative Program	\$6,320.00	Fund 10	Professional
Hawkeye Area Community Action Program, Inc.	Facilities Use Agreement to conduct a local Head Start/Early Head Start Program at Prescott	---	---	Professional
	Food Service Agreement for the Head Start/Early Head Start Program at Prescott	---	---	
Hillcrest Family Services	DCSD Statement of Agreement for Title I project applications to provide educational services to children residing at Hillcrest	TBD	---	Professional
Iowa Department of Cultural Affairs	School Arts Experience Grant – Iowa Arts Council for Eisenhower	\$1,000.00	Grant	Professional
IXL Learning, Inc.	Student Data Privacy Agreement	---	---	Professional
Loras College	Agreement for clinical learning experiences for athletic training students	---	---	Professional
Mental Health/Disability Services of the East Central Region	Memorandum of Understanding for funding of COVID-19 related expenditures for mental health and disability services	\$10,000.00	Grant	Professional
Northwestern College	Student Teaching Placement Confirmation	---	---	Professional
RAVE Mobile Safety	Order Form for annual license fees for SmartLoader for Panic button	\$1,500.00	Fund 33	Professional
Tri-State Travel	Charter Bus Contracts: 9/17/2020 – Senior Cross Country to Cedar Falls, Iowa 9/29/2020 – Hempstead Cross Country to Iowa City, Iowa (2) 9/29/2020 – Senior Cross Country to Coralville, Iowa 10/1/2020 – Senior Men's Cross Country to Iowa City, Iowa 10/1/2020 – Senior Women's Cross Country to Iowa City, Iowa (2) 10/8/2020 – Senior Women's Cross Country to Iowa City, Iowa 10/8/2020 – Senior Women's Cross Country to Iowa City, Iowa	\$1,620.00 \$2,050.00 \$1,025.00 \$1,025.00 \$2,050.00 \$1,025.00 \$1,025.00	Fund 10	Professional
Wilson, Elser, Moskowitz, Edelman & Dicker LLP	Engagement Letter and Insurer and Insured Common Interest and Joint Defense Agreement	TBD	Fund 10	Professional

Dubuque Community School District

Request Board Approval for Purchase/Professional Service Contract

Type of Contract (check one):

☐ Purchase Contract (renewal) for \$100,000 or more
(purchase of goods or materials)

Provider: _____

☒ Professional Service Contract (renewal) for \$100,000 or more
(professional services from an independent contractor)

Provider: City of Dubuque

Brief Description of Contract:

School Resource Officers for the 2020-2021 School Year

Estimated Cost:

\$290,824.00

Effective Date:

August 24, 2020

Source of Funding:

☐ Special Education

☐ Talented and Gifted

☒ Dropout Prevention

☐ General Education

☐ Other _____

Budget Code:

10.9199.2112.420.1119.000597

Recommended by:

Shirley Horstman, Executive Director of Student Services
Principal or Program/Grant Coordinator

Date: September 29, 2020

Please submit this form to:

Professional Service Contracts for Professional Development – Linda Gratton, Forum Human Resources Office, lgratton@dbqschools.org

Purchase Contracts and Professional Service Contracts for Student Services - Joan Steffen, Forum Business Office, jsteffen@dbqschools.org

10/05/2020

Facilities/Support Services Committee Review/Approval Date

 / /

Board Approval Date

 / /

Approval Forwarded to District Administrator Overseeing Contract

RPO # _____

Date / /

 / /

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Dubuque Community School District

Request Board Approval for Purchase/Professional Service Contract

Type of Contract (check one):

- ☐ Purchase Contract (renewal) for \$100,000 or more (purchase of goods or materials) **Provider:** _____
- ☒ Professional Service Contract (renewal) for \$100,000 or more (professional services from an independent contractor) **Provider:** iJAG

Brief Description of Contract:

Implement and sustain the Jobs for America's Graduates program at Hempstead and Senior High Schools and Jefferson and Washington Middle Schools

Estimated Cost:

\$135,000.00

Effective Date:

2020-2021 School Year

Source of Funding:

- ☐ Special Education ☐ Talented and Gifted ☒ Dropout Prevention ☐ General Education
- ☐ Other _____

Budget Code:

10.9331.1200.420.1119.000320, 10.9332.1200.420.1119.000320

Recommended by:

Shirley Horstman, Executive Director of Student Services **Date:** September 22, 2020
Principal or Program/Grant Coordinator

Please submit this form to:

Professional Service Contracts for Professional Development – Linda Gratton, Forum Human Resources Office, lgratton@dbqschools.org

Purchase Contracts and Professional Service Contracts for Student Services - Joan Steffen, Forum Business Office, jsteffen@dbqschools.org

<u>10/05/2020</u>	Facilities/Support Services Committee Review/Approval Date
<u> / / </u>	Board Approval Date
<u> / / </u>	Approval Forwarded to District Administrator Overseeing Contract
Requisition # <u> </u>	Date <u> / / </u>
<u> / / </u>	Completed copy to Joni Lucas for Official Board Book

Dubuque Community School District

Curriculum

Request Board Approval for Purchase/Professional Service Contract

Type of Contract (check one):

- ☐ Purchase Contract (renewal) for \$100,000 or more
(purchase of goods or materials)
- ☒ Professional Service Contract (renewal) for \$100,000 or more
(professional services)

Provider: _____

Provider: Northeast Iowa
Community College

Brief Description of Contract:

Provide accessibility of college courses to DCSD students

Estimated Cost:

\$126,000.00

Effective Date:

July 1, 2020

Source of Funding:

- ☐ Special Education ☐ Talented and Gifted ☐ Dropout Prevention ☒ General Education
- ☐ Other _____

Budget Code:

10.9331.1300.XXX.0000.000320

Recommended by:

David Moeller, Educational Support Leader
Principal or Program/Grant Coordinator

Date: September 29, 2020

Please submit this form to:

Professional Service Contracts for Professional Development – Linda Gratton, Forum Human Resources Office, lgratton@dbqschools.org

Purchase Contracts and Professional Service Contracts for Student Services - Joan Steffen, Forum Business Office, jsteffen@dbqschools.org

10/05/2020

Facilities/Support Services Committee Review/Approval Date

10/06/2020

Educational Programs/Policy Committee Review/Approval Date

 / /

Board Approval Date

 / /

Approval Forwarded to District Administrator Overseeing Contract

Requisition # _____

Date / /

 / /

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DUBUQUE COMMUNITY SCHOOL DISTRICT
Educational Programs/Policy Committee

BOARD COMMITTEE MINUTES

This form is used by all multimember committees established by the Board of Education. Before any meeting is held, be sure you have met the requirements of Chapter 1037 Laws of the 67th G.A., 1978 Session, Official Meetings Open to Public.

- I. Complete the Following Before Starting the Meeting
- A. Date agenda was posted for meeting: October 2, 2020
 - B. Date media was emailed agenda: October 2, 2020
 - C. Board Committee: **Educational Programs/Policy Committee**
 - D. Date and Time of Meeting: **October 6, 2020, at 4:00 p.m.**
 - E. Place of Meeting: The Forum and via Zoom
 - F. Attach agenda to this form. Verify that a copy of the agenda has been filed with the Secretary of the Board and the Administrator holding the Committee meeting.

If any of the above data does not comply with the open meeting law, do not begin the meeting.

Board members present: Lisa Wittman, Tami Ryan, Jim Prochaska. Board members present via Zoom: Nancy Bradley, Anderson Sainci, Kate Parks. District representatives present: Stan Rheingans, Amy Hawkins, Mike Cyze, Mark Burns, Taj Suleyman.

Lisa Wittman called the meeting to order at 4:00 p.m.

The agenda was approved as submitted.

Early Retirement Waiver

Amy Hawkins, Chief Human Resource Officer, is requesting a waiver to policy #4308 whereby certified employees must notify the district of their intention to retire by January 15. One teacher qualifies for the retirement incentive (27 years with the district) and requested retirement in August due to COVID. Ms. Hawkins is requesting a waiver to the deadline for the retirement cash incentive for this one individual in recognition of years of service in light of a pandemic. Board 10.12.20

NICC Concurrent Enrollment

Contract renewal for concurrent courses with NICC. Board 10.12.20

Emergency Operations Plan

This plan requires annual review. It will be shared with the Board via email this week. This is a confidential document and will not be included in the board packet. Board 10.12.20

Indigenous Peoples Day Proclamation

There is an event on October 17 honoring indigenous peoples and the district is a participant in the organization of this event. This proclamation is similar to last year's proclamation. Board 10.12.20

School Calendar Process

The 2021-22 and 2022-23 school calendars are being drafted similar to this year's calendar. Input will be gathered from the Teacher Quality Committee, D-SILT, online for parents, etc. The timeline includes Educational Programs/Policy Committee review in December, with full Board approval at the December Board meeting.

Return to Learn Update

Superintendent Rheingans reported that things are going well. For those who follow the District Dashboard, COVID numbers are good. Masks and social distancing are key to those numbers remaining low. Some students are changing from fully online to Hybrid. Currently, 77% of students are Hybrid with 23% fully online. Participation and pacing can be tracked in Edgenuity. There are a handful of fully online students the District is struggling to connect with. Some devices and hotspots have not been picked up yet.

Policy #2209 – Strategic Plan/Long-range Needs Assessment

Revised – Board 10.12.20

Policy #3603 – Five Year Comprehensive Planning

Deleted – Board 10.12.20

Policy #6202 – Parent and Family Engagement in Title I Buildings

New – Board 10.12.20

Policy #1005 – Non-discrimination

Revised – Board 10.12.20

Policy #4613 – Employee Responsible Use of Technology

Revised – Board 10.12.20

Policy #5504 – Student Responsible Use of Technology

Revised – Board 10.12.20

The next meeting was scheduled for November 3, 2020.

The meeting adjourned at 5:00 p.m.

Joni Lucas, Secretary

Board of Education

Anti-discrimination

The Board will not discriminate in its educational activities on the basis of age, ancestry, color, creed, familial status, gender identity, marital status, national origin, physical attributes, physical or mental ability or disability, political belief, political party preference, race, religion, sex, sexual orientation, or socioeconomic status. ***The Board will admit students regardless of their immigrant status or English-speaking status.***

The Board requires all agencies, vendors, contractors, and other persons and organizations doing business with or performing services for the school district to subscribe to all applicable federal and state laws, executive orders, rules and regulations pertaining to contract compliance and equal opportunity.

The Board is committed to the policy that no otherwise qualified person will be excluded from educational activities on the basis of age, ancestry, color, creed, familial status, gender identity, marital status, national origin, physical attributes, physical or mental ability or disability, political belief, political party preference, race, religion, sex, sexual orientation, or socioeconomic status. Further, the Board affirms the right of all students and staff members to be treated with respect and to be protected from intimidation, discrimination, physical harm and harassment.

Adopted: August 13, 2007
Reviewed: March 4, 2013
Reviewed: October 23, 2017
Revised: October 12, 2020

Strategic Plan / Long-range Needs Assessment

~~———— The Board shall conduct ongoing needs assessment, soliciting information from business, labor, industry, higher education and community members regarding their expectations for adequate student preparation as responsible citizens and successful wage earners.~~

~~———— In conjunction with this ongoing needs assessment, the Board shall authorize the appointment of an advisory committee, representing administrators, employees, parents, students and community members, to make recommendations to assist the Board in determining the priorities of the school district.~~

~~———— As a result of the Board and committee's work, the Board shall determine major educational needs and rank them in priority order. The Board shall develop long range goals and plans to meet the needs; establish and implement short range and intermediate range plans to meet the goals and to attain the desired levels of student performance; evaluate progress toward meeting the goals and maintain a record of progress under the plan that includes reports of student performance and results of school improvement projects. The Board shall annually report this plan and the school district's progress made under the plan to the committee, community, and Iowa Department of Education.~~

~~———— The superintendent will ensure that the community is informed of students' progress on state and locally determined indicators. The superintendent shall report annually to the Board about the means used to keep the community informed.~~

The Dubuque Community School District recognizes that effective long- and short-term planning is key to its ability to effectively deliver on its mission. As such, the Board is committed to ensuring that a district strategic plan is in place to focus and guide the District's work. These plans will be fluid, living documents that modify and adapt as external and societal issues warrant.

The administrative team's work to develop the strategic plan will also include a long-range needs assessment that enables the school district to analyze assessment data, get feedback from the community about its expectation of students and determine how well students are meeting student learning goals.

As part of the strategic planning process, the Board will conduct ongoing needs assessment by soliciting information from business, labor, industry, higher education and community members, regarding their expectations for adequate student preparation.

In conjunction with the strategic planning of the school district, the Board will authorize the appointment of a committee, representing administrators, employees, parents, students and community members, to make recommendations and assist the Board in determining the priorities of the school district in addition to the basic skills areas of the education program. This committee, District-School Improvement Leadership Team, meets at least three times per year and provides feedback to the Board through the Superintendent.

It is the responsibility of the Superintendent to ensure the school district community is informed of students' progress on state and locally determined indicators. The Superintendent will report annually to the Board about the means used to keep the community informed.

As a result of the Board and committee's work and through the strategic planning process, the Board will provide input on the major educational needs; develop long-range goals and plans to meet the educational needs; establish and implement short-range and intermediate-range plans to meet the goals and to attain the desired levels of student performance; evaluate progress toward meeting the goals and maintain a record of progress under the plan that includes reports of student performance and results of school improvement projects; and annually report the school district's progress made under the plan to the committee, community and Iowa Department of Education through its established reporting mechanisms.

Adopted: April 9, 1990
Revised: November 13, 2006
Reviewed: January 6, 2014
Revised: October 12, 2020

Five Year Comprehensive Planning

The administration will submit to the Board of Education a five-year plan which provides a guide and direction for the Dubuque Community Schools. This plan is to be updated each year and resubmitted to the Board of Education for their approval.

Adopted: August 11, 1980
Reviewed: May 23, 2007
Reviewed: January 6, 2014

Strategic Planning

Areas to be considered in the five-year plan are:

1. Curriculum
2. School Facilities
3. Sites
4. Transportation
5. Enrollment
6. Business
7. Policy
8. Budget
9. Personnel

Employee Responsible Use of Technology

Purpose

The purpose of the District's Responsible Use policy (~~RUP~~) is to educate employees about digital citizenship in the Dubuque Community School District.

Employees shall ensure technology is used in a responsible, efficient, ethical, safe, and legal manner, and that such use is in support of the district's education and business objectives. As used in this policy, "employee(s)" include all employees, coaches, directors, managers, officers, supervisors, and volunteers of the District.

The ~~RUP~~ **policy** is meant to educate employees on how to prevent unauthorized access and other unlawful activities by users online, prevent unauthorized disclosure of or access to sensitive information, and to comply with legislation including, but not limited to, the Children's Internet Protection Act (CIPA), Children's Online Privacy Protection Act (COPPA) and Family Educational Rights and Privacy Act (FERPA). Furthermore, the ~~RUP~~ **policy** clarifies the educational purpose of District technology.

As used in this policy, "user(s)" includes anyone using computers, Internet, email, and all other forms of electronic communication or equipment provided by the District (the "network") regardless of the physical location of the user. The ~~RUP~~ **policy** applies even when District-provided equipment (laptops, tablets, etc.) is used off District property. Additionally, the ~~RUP~~ **policy** applies when non-District devices access the District network or their own private network on District property.

The District uses technology protection measures to block or filter access over the network, as much as reasonably possible, to visual and written depictions that are obscene, pornographic, or harmful to minors. The District can and will monitor users' online activities and access, review, copy, and store or delete any communications or files and disclose them to others as it deems necessary. Users should have no expectation of privacy regarding their use of District equipment, network, and/or Internet access or files, including email in accordance with Freedom of Information Act (FOIA) and Federal Rules of Civil Procedure (FRCP). All information on the District's computer system is considered a public record. Whether there is an exception to keep some narrow, specific content within the information confidential is determined on a case by case basis.

As social media use continues to grow, social media awareness and education is crucial to effectively navigating and productively participating in such online spaces. Participating online with an audience beyond the classroom provides an opportunity to engage with others and experience diverse perspectives. Teaching students to be critical consumers and creators of online material will help them be better positioned for college and career success. Students need guidance on how to responsibly and productively participate online to begin establishing a positive digital footprint. Social media is comprised of online platforms where users engage one another and share information and ideas through text, video, or pictures. To be responsible social media users, students and staff will understand the different types of social media available and ways to engage in safe and productive ways online. Staff are encouraged to use professional and ethical judgement when friending or following students on social media. If staff require the need to communicate with students via social media, it is recommended that they use professional accounts or universal platforms.

Online Learning Platforms - It is important to embrace technology that can foster a creative, interactive learning environment for students, and facilitate employee professional learning and

collaboration. The use of online platforms to host remote interaction between students and employees and to facilitate learning is encouraged in the district.

While student and employee instruction and communication using virtual and online platforms provides a wide array of learning opportunities, it is imperative that employees and students recognize that the use of such platforms is a privilege. Training related to the use of online learning platforms will be provided to employees and students.

The district shall carefully safeguard the right of students and employees to learn and teach in a respectful environment, regardless of the method. All instruction and communication through online learning platforms should be appropriate to the age and ability of the participants. Students and employees should be aware that online platforms may be monitored by the district. Verbal and written communication occurring on these platforms may be recorded and stored by the district in accordance with applicable laws.

Any verbal or written communication that is deemed to be inappropriate on these platforms will subject the student and/or employee to the same disciplinary measures that would exist if the interaction took place through traditional in-person learning. Students and employees who have concerns about the proper use of these platforms are encouraged to speak with their teachers or school principal.

The District will take all necessary measures to secure the network against potential cyber security threats. This may include blocking access to District applications, including, but not limited to, email, data management and reporting tools, and other web applications.

Employee Responsibility to Adhere and Promote Positive Digital Citizenship

Employees who are supervising students using technology should be vigilant in order to ensure students are meeting the provisions outlined in the student responsible use policy (5504). All staff are required to report known violations to the site administrator or other authority.

Digital Citizenship

- Employees are responsible for modeling and actively practicing positive digital citizenship.
- Employees using classroom technology are explicitly required to teach students about positive digital citizenship.
- What employees do and post online must not disrupt school activities or compromise school safety and security.
- Accepting invitations to non-school related social networking sites from currently enrolled students is discouraged. Employees should use professional judgement when communicating with students outside of the school environment and should immediately notify a supervisor if communication with a student demonstrates illegal, unethical or unsafe behaviors.

Privacy

- Employees should not share personal information about students and employees including, but not limited to, names, home addresses, birth dates, telephone numbers, student ID numbers, employee numbers, and visuals without consent obtained from the other party.
- Employees should not share protected student information outside of District systems that are secure and password protected.
- Employees should be aware of privacy settings on websites they visit.
- Employees are expected to abide by all laws, this Responsible Use Policy, and all District policies.

Account User Credentials (i.e., Username and Password)

- Under no circumstances should employee account user credentials be shared with others, including other District staff and students.

- Employees should log out of unattended equipment and accounts in order to maintain privacy and security.
IMPORTANT: Account user credentials are personal to each employee. The District has no need for employee credentials, and the District will NEVER ask employees to provide credentials or other personal information through any electronic message, notice or solicitation; therefore, any such request will almost certainly be fraudulent.

Equally, employees should NEVER provide account user credentials in response to any internal or external communication, such as electronic messaging (email) with included attachments or hyperlinks (URLs) redirecting you to websites or unsolicited phone calls and/or text messages.

Credentials give employees access as part of employment to various DCSD systems and to data stored within those systems. If employees divulge credentials to others, they will have the same access that employees have, and personal information, including personal identity and payroll and bank account information, will be at risk. District systems and information will be at risk. The person or persons to whom employees have given credentials will probably use them very quickly. The potential for serious damage to employee personal interests and the interests of the District is great, and employees may be responsible for resulting damage.

If employees share or divulge credentials, the District and the School Board will not be responsible for any resulting loss or expense (financial or non-financial) employees may suffer, and the District may seek to recover from the employee any loss or expense it sustains.

Professional Conduct

Employees must:

- Use professional language in all work-related communications including email, social media posts, audio recordings, conferencing, and artistic works.
- Keep personal social network accounts separate from work-related accounts.
- Never share confidential or privileged information about students or personnel (e.g., grades, attendance records, or other pupil/personnel record information).
- Be responsible for the information they post, share, or respond to online.
- Identify themselves as school employees; steps should be taken to ensure that the user's profile and related content are consistent with how professionals should present themselves to colleagues, parents, and students.
- Not use the District's logo or make representations that their personal social media sites speak in an official District capacity.

Cyberbullying

- Bullying in any form, including cyberbullying, is unacceptable both on and off the District's premises. Posting inappropriate threatening, harassing, racist, biased, derogatory, disparaging and/or bullying comments toward or about any student, employee, or associated person on any website is prohibited and may be subject to discipline.
- Employees must report all cases of bullying to the site administrator or other authority.

Inappropriate Material

Employees must:

- Not seek out, display, or circulate material that is hate speech, sexually explicit, or violent while at school or while identified as a District employee. Exceptions may be made in an appropriate educational context.
- Not use the District network for illegal, political, or commercial purposes.

- Not transmit electronic content that is unrelated to District business and disruptive to the District network.

Security

Employees must:

- Be responsible for respecting and maintaining the security of District electronic resources and networks.
- Not use the District network or equipment to obtain unauthorized information, attempt to access information protected by privacy laws, or impersonate other users.
- Not try to bypass security settings and filters, including through the use of proxy servers.
- Not install or use illegal software or files, including unauthorized software or apps, on any District computers, tablets, smartphones, or new technologies
- Not engage in acts of vandalism, mischief, tampering, theft and other criminal acts through the use of Network/Internet or other electronic communication services and/or the data infrastructure hardware and wiring used to access these services.

Equipment and Network Safety

Employees must:

- Take all reasonable precautions when handling District equipment.
- Use caution when downloading files or opening emails as attachments. Doing so could contain viruses or malware.
- Report vandalism in any form to the appropriate administrator and/or technical personnel.

Copyright

Employees must:

- Respect intellectual property. (<http://www.copyright.gov/fls/fl102.html>)
- Follow all copyright guidelines (<http://copyright.gov/title17/>) when using the work of others.
- Not download illegally obtained music, software, apps, and other works.

Employees must abide by all laws, this Responsible Use Policy and all other District policies.

Consequences for Irresponsible Use

Misuse of District devices and networks may result in restricted access or account cancellation. Failure to uphold the responsibilities listed above is misuse. Such misuse may also lead to disciplinary and/or legal action against employees, including personnel action (suspension or termination) and/or criminal prosecution by government authorities. The District will attempt to tailor any disciplinary action to the specific issues related to each violation.

Disclaimer

The District makes no guarantees about the quality of the services provided and is not liable for any claims, losses, damages, costs, or other obligations arising from use of the network or District accounts. Users are responsible for any charges incurred while using District devices and/or the network. The District also denies any liability for the accuracy or quality of the information obtained through user access. Any statement accessible online is understood to be the author's individual point of view and not that of the District, its affiliates, or employees.

Summary

All users are responsible for practicing positive digital citizenship. Positive digital citizenship includes appropriate behavior and contributions on websites, social media, discussion boards, media sharing sites and all other electronic communications, including new technology. It is important to be honest in all digital communications without disclosing sensitive personal information. What District community members do and post online, both in school and out of

school time, must not disrupt school activities or otherwise compromise individual and school community safety and security.

This Responsible Use policy applies to all employees in the employment of the Dubuque Community School District. Additionally, all existing policies and behavior guidelines that cover employee conduct on the school premises and at school-related activities similarly apply to an online environment.

Adopted: April 19, 1999

Revised: August 14, 2017/September 18, 2017

Revised: January 13, 2020

Revised: October 12, 2020

Student Responsible Use of Technology

Purpose

The purpose of the District's Responsible Use policy is to educate students about digital citizenship.

Students shall ensure technology is used in a responsible, efficient, ethical, safe, and legal manner, and that such use is in support of the district's education and business objectives.

The **RUP policy** is meant to educate students on how to prevent unauthorized access and other unlawful activities by users online, prevent unauthorized disclosure of or access to sensitive information, and to comply with legislation including, but not limited to, the Children's Internet Protection Act (CIPA), Children's Online Privacy Protection Act (COPPA) and Family Educational Rights and Privacy Act (FERPA). Furthermore, the **RUP policy** clarifies the educational purpose of District technology. Students' Internet activities will be monitored by the District to assist in restricting students from accessing inappropriate sites that have visual depictions that include obscenity, pornography or are otherwise harmful to minors.

As used in this policy, "user(s)" includes anyone using computers, Internet, email, and all other forms of electronic communication or equipment provided by the District (the "network") regardless of the physical location of the user. The **RUP policy** applies even when District-provided equipment (laptops, tablets, etc.) is used off District property. Additionally, the **RUP policy** applies when non-District devices access the District network or their own private network on District property.

The District uses technology protection measures to block or filter access, as much as reasonably possible, to visual and written depictions that are obscene, pornographic, or harmful to minors over the network. The District can and will monitor users' online activities and access, review, copy, and store or delete any communications or files and share them with adults as necessary. Users should have no expectation of privacy regarding their use of District equipment, network, and/or Internet access or files, including email in accordance with Freedom of Information Act (FOIA) and Federal Rules of Civil Procedure (FRCP). All information on the District's computer system is considered a public record. Whether there is an exception to keep some narrow, specific content within the information confidential is determined on a case by case basis.

As social media use continues to grow, social media awareness and education is crucial to effectively navigating and productively participating in such online spaces. Participating online with an audience beyond the classroom provides an opportunity to engage with others and experience diverse perspectives. Teaching students to be critical consumers and creators of online material will help them be better positioned for college and career success. Students need guidance on how to responsibly and productively participate online to begin establishing a positive digital footprint. Social media is comprised of online platforms where users engage one another and share information and ideas through text, video, or pictures. To be responsible social media users, students and staff will understand the different types of social media available and ways to engage in safe and productive ways online. Staff are encouraged to use professional and ethical judgement when friending or following students on social media. If staff require the need to communicate with students via social media, it is recommended that they use professional accounts or universal platforms.

Online Learning Platforms - It is important to embrace technology that can foster a creative, interactive learning environment for students, and facilitate employee professional development and collaboration. The use of online platforms to host remote interaction between students and employees and to facilitate learning is encouraged in the district.

While student and employee instruction and communication using virtual and online platforms provides a wide array of learning opportunities, it is imperative that employees and students recognize that the use of such platforms is a privilege. Training related to the use of online learning platforms will be provided to employees and students.

The district shall carefully safeguard the right of students and employees to learn and teach in a respectful environment regardless of the method. All instruction and communication through online learning platforms should be appropriate to the age and ability of the participants. Students and employees should be aware that online platforms may be monitored by the district. Verbal and written communication occurring on these platforms may be recorded and stored by the district in accordance with applicable laws.

Any verbal or written communication that is deemed to be inappropriate on these platforms will subject the student and/or employee to the same disciplinary measures that would exist if the interaction took place through traditional in-person learning. Students and employees who have concerns about the proper use of these platforms are encouraged to speak with their teachers or school principal.

The District will take all necessary measures to secure the network against potential cyber security threats. This may include blocking access to District applications, including, but not limited to, email, data management and reporting tools, and other web applications.

Student Responsibility for Positive Digital Citizenship

I am responsible for practicing positive digital citizenship.

- I will practice positive digital citizenship, including appropriate behavior and contributions on websites, social media, discussion boards, media sharing sites, and all other electronic communications, including new technology.
- I will be honest in all digital communication.
- I understand that what I do and post online must not disrupt school activities or compromise school safety and security.

I am responsible for keeping personal information private.

- I will not share personal information about myself or others including, but not limited to, names, home addresses, telephone numbers, birth dates, or visuals such as pictures, videos, and drawings unless used for appropriate/applicable school-related function (e.g. student publication, sporting events, and other activities).
- I will not meet anyone in person that I have met only on the Internet without prior consent of my parent or legal guardian.
- I will be aware of privacy settings on websites that I visit.

I am responsible for my passwords and my actions on District accounts.

- I will not share any school or District usernames and passwords with anyone.
- I will not access the account information of others.
- I will log out of unattended equipment and accounts in order to maintain privacy and security.

I am responsible for my verbal, written, and artistic expression.

- I will use school appropriate language in all electronic communications, including email, social media posts, audio recordings, video conferencing, and artistic works.
- I am responsible for treating others with respect and dignity.
- I will not send and/or distribute hateful, discriminatory, or harassing digital communications, or engage in sexting.
- I understand that bullying in any form, including cyberbullying, is unacceptable, as outlined in District policy 1001.

I am responsible for accessing only educational content when using District technology.

- I will not seek out, display, or circulate material that is hate speech, sexually explicit, or violent.
- I understand that any exceptions must be approved by a teacher or administrator as part of a school assignment.
- I understand that the use of the District network for illegal, political, or commercial purposes is strictly forbidden.

I am responsible for respecting and maintaining the security of District electronic resources and networks.

- I will not try to get around security settings and filters, including through the use of proxy servers to access websites blocked by the District.
- I will not install or use illegal software or files, including copyright protected materials, unauthorized software, or apps on any District computers, tablets, smartphones, or other new technologies.
- I know that I am not to use the Internet using a personal data plan at school, including personal mobile hotspots that enable access on District equipment.
- I will not use the District network or equipment to obtain unauthorized information, attempt to access information protected by privacy laws, or impersonate other users.
- I will not engage in acts of vandalism, mischief, tampering, theft and other criminal acts through the use of Network/Internet or other electronic communication services and/or the data infrastructure hardware and wiring used to access these services.

I am responsible for taking all reasonable care when handling District equipment.

- I understand that vandalism in any form is prohibited.
- I will report any known or suspected acts of vandalism to the appropriate authority.
- I will respect my and others' use and access to District equipment.

I am responsible for respecting the works of others.

- I will follow all copyright (<http://copyright.gov/title17/>) guidelines.
- I will not copy the work of another person and represent it as my own and I will properly cite all sources.
- I will not download illegally obtained music, software, apps, and other works.

I will abide by all laws, this Responsible Use policy and all other District policies.

Consequences for Irresponsible Use

Misuse of District devices and/or networks may result in restricted access. Failure to uphold the responsibilities listed above is misuse. Such misuse may also lead to disciplinary and/or legal action against students, including suspension, expulsion, or criminal prosecution by government authorities. The District will attempt to tailor any disciplinary action to the specific issues related to each violation.

Disclaimer

The District makes no guarantees about the quality of the services provided and is not liable for any claims, losses, damages, costs, or other obligations arising from use of the network or District accounts. Users are responsible for any charges incurred while using District devices and/or networks. The District also denies any liability for the accuracy or quality of the information obtained through user access. Any statement accessible online is understood to be the author's individual point of view and not that of the District, its affiliates, or employees.

Summary

All users are responsible for practicing positive digital citizenship. Positive digital citizenship includes appropriate behavior and contributions on websites, social media, discussion boards, media sharing sites and all other electronic communications, including new technology. It is important to be honest in all digital communications without disclosing sensitive personal information. What District community members do and post online must not disrupt school activities or otherwise compromise individual and school community safety and security. At all times, in and out of school, social media use on district devices is covered by ~~the RUP~~ **this policy**.

This Responsible Use policy applies to all students enrolled in the Dubuque Community School District. Additionally, all existing policies and behavior guidelines that cover student conduct on the school premises and at school-related activities similarly apply to an online environment.

Adopted: November 10, 1997
 Revised: August 14, 2017/September 18, 2017
 Revised: October 12, 2020

Parent and Family Engagement in Title I Buildings

It is the policy of the Dubuque Community School District that parents/guardians of participating children shall have the opportunity to be involved jointly in the development of the district plan and in the district's review process for the purpose of school improvement. Recognizing that parental involvement is the key to academic achievement, we seek to involve parents/guardians in an effective home-school partnership that will provide the best possible education for our students. The district provides coordination, technical assistance and other supports necessary to aid in the planning and implementation of parent involvement activities. The district encourages parent involvement and supports this partnership through providing information about standards and assessments; providing training and materials for parents/guardians to help their children; educating school personnel about involving parents and the value of parent contributions; and developing roles for community organizations and businesses to work with parents/guardians and schools.

1. This jointly developed and agreed upon written policy is distributed to parents/guardians of participating Title I children through the parent-student handbook, which is made available to every family via the district's website. Printed copies of the handbook may be requested from any school or from the Forum. In school-wide buildings, this will include all parents. (ESSA Section 1116(a)(2))
2. The district will provide technical assistance and support to schools in planning and implementing effective parent and family engagement activities to improve student academic achievement and school performance through professional development regarding parent and family engagement. The district will partner with community groups as a means to engage families more creatively and successfully. (ESSA Section 1116(a)(2)(B))
3. The district will work to find ways to work cooperatively with other federal, state, and local programs. The Title I program will work with local public preschool programs, Headstart programs, local library programs, and special education programs (IDEA). The district coordinates with the local food pack program to offer support to students that are food insecure, especially over the weekends. (ESSA Section 1116(a)(2)(C))
4. The district conducts an annual evaluation of the content and effectiveness of the Parent and Family Engagement policy. The evaluation includes parents/guardians in a meaningful manner. In addition to surveys, the district uses focus groups and open

discussion groups for this evaluation. Parents and families have a voice. The evaluation tools and methods identify the type and frequency of school-home interactions and the needs of parents/guardians have to better support and assist their children in learning. The evaluations will target at least three key areas: barriers, ability to assist learning, and successful interactions. (ESSA Section 1116(a)(2)(D)(i-iii))

5. The district uses the findings for the annual evaluation to design evidenced-based strategies for more effective parent and family engagement. The evaluation results will help uncover best practices that are working and adapt those ideas to the district and individual school needs. (ESSA Section 1116(a)(2)(E))
6. The district involves parents/guardians in activities of the school. The district has established a parent advisory committee comprised of a sufficient number and representative group of parents/guardians to adequately represent the needs of the population, revise, and review the Parent and Family Engagement plan. (ESSA Section 1116(a)(2)(F))
7. At least one annual meeting will be held to inform parents/guardians of the school's participation in the Title I program and to explain the requirements of the program and their right to be involved. All Title I elementary buildings will hold an annual meeting in the fall. Notification will be sent to parents/guardians. (ESSA Section 1116(c)(1))
8. Parent and family meetings, including parent conferences, will be held at different times during the day and Title I funds may be used to pay reasonable and necessary expenses associated with parent and family engagement activities, including transportation, childcare, or home visit expenses to enable parents/guardians to participate in school-related meetings and training sessions. (ESSA Section 1116(c)(2))
9. The district will involve parents/guardians in the planning, review, and improvement of the school's Title I program through participation in stakeholder groups and in-person meetings where parents/guardians give input and feedback. (ESSA Section 1116(c)(3))
10. In a school-wide program plan, parents/guardians are asked to be involved in the joint development of the building's school-wide plan through in-person meetings, surveys and electronic feedback as appropriate. *Applies only to Title I schools operating a school-wide program.* (ESSA Sections 1116(c)(3) and 1114))
11. Parents/guardians of participating children are given assistance in understanding the Title I program, with timely information about the Title I program. Through annual meetings and parent-teacher conferences, the school will provide parents and family members of

participating children with a description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet. Parents/guardians receive an explanation of the school's performance profile, the forms of academic assessment used to measure student progress, and the expected proficiency levels in the annual progress report distributed to all stakeholders in the spring of the year, through individual reports given to parents/guardians at conference time, and through report cards. (ESSA Section 1116(c)(4)(A) & (B))

12. If requested by parents/guardians, the school will provide opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practicably possible. (ESSA Section 1116(c)(4)(C))
13. If the school-wide plan under Section 1114(b) is not satisfactory, parents/guardians of participating students may comment. Comments may be made in writing to the school principal. (ESSA Section 1116(c)(5))
14. A jointly developed school/parent compact outlines how parents/guardians, the entire school staff, and students all share responsibility for improved student achievement. The compact also describes the means by which the school and parents/guardians will build and develop a partnership to help children achieve our local high standards. It is distributed in the parent-student handbook and is reviewed at the annual meetings. (ESSA Section 1116(d))
15. Parents/guardians will be notified of this policy in an understandable and uniform format and, to the extent practicable, provided in a language the parents/guardians can understand. The policy will be provided in English, Spanish and Marshallese and will be free of educational jargon. (ESSA Section 1116(b)(1))
16. In order to ensure effective involvement of parents/guardians and to support a partnership among the school involved, parents/guardians, and the community to improve student academic achievement, each school and local educational agency shall:
 - a. Provide assistance to parents/guardians in understanding challenging state academic standards, state and local academic assessments, the requirements of this part, and how to monitor a child's progress and work with educators to improve the achievement of their children;

- b. Provide materials and training to help parents/guardians to work with their children to improve their children's achievement, such as literacy training and using technology (including education about the harms of copyright piracy), as appropriate, to foster parental involvement;
 - c. Educate teachers, specialized instructional support personnel, principals, school leaders, and other staff, with the assistance of parents/guardians, in the value of contributions of parents/guardians, and in how to reach out to, communicate with, and work with parents/guardians as equal partners, implement and coordinate parent programs, and build ties between parents/guardians and the school;
 - d. Coordinate and integrate parent involvement programs and activities with other federal, state, and local programs, including public preschool programs, and conduct other activities, such as parent/guardian resource centers, that encourage and support parents/guardians in more fully participating in the education of their children;
 - e. Ensure that information related to school and parent programs, meetings, and other activities is sent to the parents/guardians of participating children in a format and, to the extent practicable, in a language the parents/guardians can understand; and
 - f. Provide such other reasonable support for parental involvement activities under this section as parents/guardians may request. (ESSA Section 1116(e)(1-14))
17. The school, to the extent practicable, will provide opportunities for the informed participation of parents/guardians (including parents/guardians who have limited English proficiency, parents/guardians with disabilities, and parents/guardians of migratory children) by providing information and school reports required under Section 1111 in a format and language the parties can understand. (ESSA Section 1116(f).

Adopted: October 12, 2020



Dubuque Community School District

Teacher Quality Committee

September 23, 2020

3:45 p.m. Zoom

MINUTES

✧ **Building TQ Requests**

Prescott – QBS Training (Denied)

Jefferson - Illustrative Math PD

Roosevelt – Canvas and New Math training

Washington – supporting new math

Hempstead – Guiding coalition task force work from this summer

✧ **Debrief August TQ Days**

Staff appreciated the time and with teams to prepare for the year.

✧ **Update on Personal Empowerment**

Ed provided a summary of where we are with Personal Empowerment. We had 37 staff members go through UD's Personal Empowerment Initial Workshop. We had twelve staff members become Train the Trainer's under UD's model. Three staff members took the Unlocking EQ course through 6seconds.org. Four staff members finished up with EQ Practitioner Certification.

Last spring we had hoped to get several more groups of Trainers Trained. That plan was paused when COVID-19 locked us down. A small group was formed to help lead Personal Empowerment in the DCSD. Those staff members are: Taj Suleyman, Cindy Steffens, Mark Burns, Mimi Holesinger, Chelsea Cox, Jill Gehl, Megan Richardson and Ed Glaser.

✧ **Allocations**

We had a large carryover last year. Administrators shared many had things planned, but plans got adjusted due to COVID-19.

We will increase the allocation to \$100 per certified staff X 978 = \$97,800

✧ **Budget**

We typically spend about \$75 per year per teacher for building allocations.

✧ **Planning TQ supported staff development**

November PD = \$104,000

Allocations of \$75 X 978 Certified Staff = \$73,350

We reached consensus on giving staff November 25. In the spirit of self-care, having limited time to pull this professional learning together and having to do things online impacted this decision.

✧ **Future Meeting Dates 3:45-5:00 p.m.**

October 26 (Calendar Review & Personal Empowerment Presentation)

**Senior High School – Phase 2 Renovation
Core Planning Group (CPG) No. 3:**

September 9, 2020

DCSD - Stan Rheingans, Kevin Kelleher, Charlie Clasen, Bill Burkhart
DCSD Board – Tami Ryan, Jim Prochaska
Senior – Dr. Dan Johnson
SJA – Ken Johnson, Greg Lewis, Benjamin Beard

1. Agenda was approved – motion by Prochaska; second by Ryan
 - a. Ms. Ryan clarified that all members of the CPG are qualified to move or second motions.
2. Brief review of the Planning to Date
 - a. Today's meeting is seen as crucial for moving forward to Construction Documents
 - b. Brief review of specific areas:
 - i. Construction Lab – we're proposing a new door to the exterior at the head of a new sidewalk for delivery of Construction Lab materials
 - ii. Event Entry
 1. New restrooms are not planned; proximate restrooms in the Auditorium zone have largely been recently renovated (in Phase 1 or by B&G)
 - a. There are single user restrooms in the vicinity
 2. There are areas on 2nd and/or 3rd that can be used for satellite concessions for Intermissions
 3. SJA will provide some dimensional information for the open areas in the Event Entry plan
 4. Brief review of site plan concept, separating Service functions from Bus Lane/Patron parking (parking lot for approximately 80)
 - c. Auditorium renovation and addition(s)
 - i. The House aesthetics should be a fusion of historic and modern
 1. The pedagogy of the Theater instruction lends itself to exposing the 'technical' aspects of the house, including exposed catwalks
 - ii. A proposed Theater Support addition was shown (included in budget) to address the remaining priorities from the Theater director.
 1. Dr. Johnson will share this layout with the Theater director and others
 - iii. A memorandum indicating general support and approval by the Theater director was reviewed
 - iv. Schuler Shook (Theater Planners) and Threshold Acoustics (the presumed Acoustics and AV Designers) will recommend opportunities for fundraising, beyond the required equipment that will be included in the project (as soon as possible)
 1. A Fee Amendment letter will be presented from SJA to the Board in the hopes that they are supportive of these consultants.
 - d. Approval was given by the CPG to proceed into Construction Documents; the Senior stakeholders will be reconvened as appropriate at appropriate junctures to review – but not fundamentally change – our direction.
 - e. The mechanical system for Phase 2 will be based on a 4-pipe fan coil system that can concurrently providing heating to some rooms and cooling to others, if required. The system is very efficient (scoring equally well as heat pumps in Phase 1 in the Alliant study), and keeps most of the equipment out of the classrooms proper
 - i. The auditorium's HVAC is yet to be determined

3. Timeline and Budget

- a. It's unclear what the future of materials pricing will be, but the current budget is meant to cover reasonable fluctuations in specific materials
- b. It's unclear how the phasing for the project will be accomplished; ie, it's undecided at this point whether the Auditorium would be completed nearer the beginning or the end of the project.
- c. The current schedule was reviewed, with no significant changes presented; however, concern for the January/February 2021 Bid Season was shared.

4. Future Meeting Schedule

- a. Executive Committee (Generally 2-week intervals at 9:00 am):
 - i. September 23, 2020 – 9am to 11am
 - ii. Executive Committee meeting dates that coincide with CPG meeting dates will default to CPG meetings
- b. Core Planning Group (Generally 3-week intervals):
 - i. September 30, 2020 – 9am to 11am – Keystone 3AB
 - 1. The need for this meeting will be evaluated, with cancellation sent if appropriate.
 - ii. The role of the CPG going forward will be determined, especially as the design approaches completion
- c. Facilities / Support Services Review (Generally 1st Monday of month):
 - i. October 5, 2020
- d. Other Meetings
 - i. Stakeholder recap meetings – as appropriate
 - ii. Mechanical, Electrical, Plumbing and Technology Consultants, Theater Planners, Acoustic Designers – as appropriate
 - iii. Alliant Energy CNC program, via Willdan

These meeting notes are intended to accurately reflect the matters discussed, information shared, and decisions reached. Please contact me for any errors or omissions.

Ken Johnson, AIA, Straka Johnson Architects, PC

Facilities/Support Services

Recommendations:

✓ I move that the Board of Education approve Change Order #2 to Conlon Construction Company on the Alta Vista Vocational Technology Classroom Addition Project in the decreased amount of \$4,679.83

✓ I move that the Board of Education approve final acceptance of the Hempstead High School Parking Lot Expansion Project and authorize payment of final project costs to Eastern Iowa Excavating & Concrete, LLC in the amount of \$8,894.60 in accordance with the requirements of Iowa law and as more fully outlined in the submitted authorizing resolution

✓ I move that the Board of Education approve final acceptance of the Hempstead High School Underground Geothermal Vault Replacement Project as all project costs have been paid to A-One Geothermal, Inc. in accordance with the requirements of Iowa law and as more fully outlined in the submitted authorizing resolution

✓ I move that the Board of Education approve the 28E Agreement with the City of Dubuque on the Prescott Neighborhood Resource Center

✓ I move that the Board of Education approve the 2019-2020 Internal Control Policies and Procedures Report

✓ I move that the Board of Education approve the submission of the request to the School Budget Review Committee in the amount of \$5,766,709.30 (or as determined by the Iowa Department of Education following DE audit review) in Modified Supplemental Amount to provide 100% spending authority for 2020 special education deficit funded through a cash reserve levy

✓ I move that the Board of Education approve the submission of the request to the School Budget Review Committee in the amount of \$329,085.97 (or as determined by the Iowa Department of Education following DE audit review) in Modified Supplemental Amount to provide 100% spending authority for 2020 excess costs of the LEP program funded through a cash reserve levy

✓ I move that the Board of Education approve the Quarterly Budget Report

[Mr. Kelleher will present the Quarterly Budget Report]



AIA[®] Document G701[™] – 2017

Change Order

PROJECT: (Name and address)
Alta Vista Vocational Technology
Classroom Addition
IIW Project # 19060

CONTRACT INFORMATION:
Contract For: General Construction

Date: March 9, 2020

CHANGE ORDER INFORMATION:
Change Order Number: 002

Date: September 23, 2020

OWNER: (Name and address)
Dubuque Community School District
2300 Chaney Rd., Dubuque, IA

ARCHITECT: (Name and address)
IIW, P.C.
4155 Pennsylvania Ave., Dubuque, IA

CONTRACTOR: (Name and address)
Conlon Construction Co.
1100 Rockdale Rd., Dubuque, IA

THE CONTRACT IS CHANGED AS FOLLOWS:

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

See attached documentation.

The original Contract Sum was	\$	1,486,000.00
The net change by previously authorized Change Orders	\$	931.82
The Contract Sum prior to this Change Order was	\$	1,486,931.82
The Contract Sum will be decreased by this Change Order in the amount of	\$	4,679.83
The new Contract Sum including this Change Order will be	\$	1,482,251.99

The Contract Time will be unchanged by Zero (0) days.

The new date of Substantial Completion will be January 5, 2021

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

IIW, P.C.
ARCHITECT

SIGNATURE

Michael A. Ruden, AIA
PRINTED NAME AND TITLE

9/23/2020
DATE

Conlon Construction
CONTRACTOR (Firm name)

SIGNATURE

MARK WILBERS PM
PRINTED NAME AND TITLE
9-24-20

DATE

Dubuque Community School District
OWNER (Firm name)

SIGNATURE

Tamara L. Ryan, President
Board of Education

PRINTED NAME AND TITLE

October 12, 2020

DATE

DUBUQUE COMMUNITY SCHOOL DISTRICT

RESOLUTION FOR FINAL ACCEPTANCE AND CLOSING FINAL PROJECT COSTS FOR THE PUBLIC IMPROVEMENT CONTRACT WITH EASTERN IOWA EXCAVATING & CONCRETE, LLC

WHEREAS, on April 13, 2020, Dubuque Community School District entered into a construction contract with Eastern Iowa Excavating & Concrete, LLC of Cascade, Iowa, “Contractor” for the construction of certain public improvements generally described as the Hempstead High School Parking Lot Expansion Project (“Project”); and

WHEREAS, on November 8, 2019, Dubuque Community School District entered into a contract with IIW, PC (“Architect”) for architectural/engineering design services associated with the above Project; and

WHEREAS, on October 12, 2020, Architect filed a certificate with Dubuque Community School District certifying that the contractor had substantially completed the construction of said public improvements in accordance with the terms and conditions of the contract and plans and specifications.

WHEREAS, the Architect has now submitted subsequent report, change order, bonds and pay application to Dubuque Community School District recommending that the project be accepted by the District as finally complete.

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Dubuque Community School District:

Section 1: That said reports and documents of the Architect are hereby approved and adopted.

Section 2: That said public improvement is hereby approved and accepted as having been fully completed in accordance with said plans, specifications, and form of contract.

Section 3: That the total contract cost of the improvement yet payable under said contract with Eastern Iowa Excavating & Concrete, LLC is hereby determined to be \$8,894.60.

Section 4: That \$8,894.60 of the total contract cost yet paid shall be retained for a period of thirty (30) days following this board’s action to finally accept this public improvement project, pursuant to the requirements of Iowa Code § 573.14. If at the end of the thirty-day period, claims are on file as provided, the Dubuque Community School District shall continue to retain from the unpaid funds a sum equal to double the total amount of all claims on file. The remaining

balance of the unpaid fund, or if no claims are on file, the entire unpaid fund, shall be released and paid to the contractor in accordance with Iowa law.

PASSED AND APPROVED this 12th day of October, 2020.

Tamara L. Ryan
President, Board of Education
Dubuque Community School District

ATTEST:

Joni Lucas
Secretary, Board of Education
Dubuque Community School District

00911516-1\17950-000 from Danielle Haindfield, Ahlers Law Firm, 12/11/2012

CERTIFICATE OF COMPLETION

Hempstead High School Parking Lot Expansion
3715 Pennsylvania Avenue
Dubuque, IA 52002

For the
Dubuque Community School District
2300 Chaney Road
Dubuque, Iowa 52001

Constructed by
Eastern Iowa Excavating & Concrete, LLC
121 Nixon Street, S.E.
Cascade, Iowa

October 12, 2020

In accordance with the Contract Documents, based on on-site observations and inspections and the data comprising the Contractor's application, the Architect/Engineer certifies that to the best of its knowledge, information and belief the Work has been completed in substantial compliance with the plans and specifications, and the quality of the Work is in accordance with the Contract Documents. IIW, P.C. does not have knowledge of any outstanding work or payments other than what is enumerated in the punch list.

The final Contract Amount of the Project is \$177,892.00 (original Contract Sum of \$172,295.50). plus Change Order No. 1 for \$5,596.50). The amount due and owing to the Contractor is \$8,894.60 which represents the remaining retainage.

IIW, P.C. hereby recommends final acceptance of the project and final payment to the Contractor.

Respectfully submitted,



Michael A. Ruden, AIA, NCARB, LEED AP
Chief Operations Officer & Architect

IIW, P.C.
4155 Pennsylvania Avenue
Dubuque, IA 52002

DUBUQUE COMMUNITY SCHOOL DISTRICT

RESOLUTION FOR FINAL ACCEPTANCE AND CLOSING FINAL PROJECT COSTS FOR THE PUBLIC IMPROVEMENT CONTRACT WITH A-ONE GEOTHERMAL, INC.

WHEREAS, on July 2, 2020, Dubuque Community School District entered into a construction contract with A-One Geothermal, Inc. of Earlham, Iowa, “Contractor” for the construction of certain public improvements generally described as the Hempstead High School Underground Geothermal Vault Replacement Project (“Project”); and

WHEREAS, on July 9, 2020, Dubuque Community School District entered into a contract with IIW, PC (“Architect”) for architectural/engineering design services associated with the above Project; and

WHEREAS, on October 5, 2020, Architect filed a certificate with Dubuque Community School District certifying that the contractor had substantially completed the construction of said public improvements in accordance with the terms and conditions of the contract and plans and specifications.

WHEREAS, the Architect has now submitted subsequent report, change order, bonds and pay application to Dubuque Community School District recommending that the project be accepted by the District as finally complete.

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Dubuque Community School District:

Section 1: That said reports and documents of the Architect are hereby approved and adopted.

Section 2: That said public improvement is hereby approved and accepted as having been fully completed in accordance with said plans, specifications, and form of contract.

Section 3: That the total contract cost of the improvement yet payable under said contract with A-One Geothermal, Inc. is hereby determined to be \$0.

Section 4: That \$0 of the total contract cost yet paid shall be retained for a period of thirty (30) days following this board’s action to finally accept this public improvement project, pursuant to the requirements of Iowa Code § 573.14. If at the end of the thirty-day period, claims are on file as provided, the Dubuque Community School District shall continue to retain from the unpaid funds a sum equal to double the total amount of all claims on file. The remaining balance of the unpaid fund, or if no claims are on file, the entire unpaid fund, shall be released and paid to the contractor in accordance with Iowa law.

PASSED AND APPROVED this 12th day of October, 2020.

Tamara L. Ryan
President, Board of Education
Dubuque Community School District

ATTEST:

Joni Lucas
Secretary, Board of Education
Dubuque Community School District

00911516-1\17950-000 from Danielle Haindfield, Ahlers Law Firm, 12/11/2012

CERTIFICATE OF COMPLETION

Hempstead High School Geothermal Vault Replacement
3715 Pennsylvania Avenue
Dubuque, Iowa 52001

For the
Dubuque Community School District
2300 Chaney Road
Dubuque, Iowa 52001

Constructed by
A-One Geothermal, Inc.
P.O. Box 100
Earlham, IA 50072

October 5, 2020

In accordance with the Contract Documents, based on on-site observations and inspections and the data compromising the Contractor's application, the Architect/Engineer certifies that to the best of its knowledge, information and belief the Work has been completed in substantial compliance with the plans and specifications, and the quality of the Work is in accordance with the Contract Documents. IIW, P.C. does not have knowledge of any outstanding work or payments other than what is enumerated in the punch list.

The final Contract Amount of the Project is \$150,855.00 (original Contract Sum of \$150,855.00)

IIW, P.C. hereby recommends final acceptance of the project.

Respectfully submitted,



Michael A. Ruden, AIA, NCARB, LEED AP
Chief Operations Officer & Architect

IIW, P.C.
4155 Pennsylvania Avenue
Dubuque, IA 52002

28E AGREEMENT
between
The Dubuque Community School District
and
The City of Dubuque, Iowa

This Agreement dated this 12th day of October, 2020, for reference purposes, by and between the Dubuque Community School District (herein the "School District") and the City of Dubuque, Iowa (herein the "City").

RECITALS

The School District owns property in the City of Dubuque, Iowa, legally described-on Exhibit A attached (the "Property").

The School District previously constructed a new Elementary School in downtown Dubuque on the Property and the City desires to maintain a Neighborhood Resource Center as part of the elementary school. The City and the School District enter into this Agreement pursuant to the provisions of Chapter 28E, Code of Iowa.

THEREFORE, in consideration of the mutual agreements and covenants contained herein, the City and the School District agree as follows:

1. DEFINITIONS.

"Center" means the Neighborhood Resource Center consisting of an area of 1,700 square feet as part of the School Building.

"City" means the City of Dubuque.

"City Manager" includes the City Manager of the City of Dubuque and the City Manager's designee.

"Elementary School" means the School Building on the Property and the Property itself.

"Exhibit A" contains the legal description of the Property.

"Exhibit B" is a drawing showing the location of the Center in relation to the School Building.

"School Building" means the Elementary School of approximately 60,000 square feet currently on the Property.

"School District" means the Dubuque Community School District.

"Superintendent" includes the Superintendent of Schools of the Dubuque Community School District and the Superintendent's designee.

2. **DURATION OF AGREEMENT.** This Agreement shall commence on the date immediately following both its filing with the Secretary of State and recording with the Dubuque County Recorder and shall continue for an initial period of ten (10) years thereafter. This Agreement shall automatically renew for one extension of five years unless either party gives written notice to the other of intent to terminate the Agreement at the expiration of the initial term. The initial ten-year period and the five-year extension shall collectively be referred to herein as the "Term". Any notice of intent to terminate shall be provided to the other party not fewer than 365 days prior to the expiration of the initial ten-year term.

3. **ORGANIZATION.** No separate entity will be created to carry out the intent and purpose of this Agreement.

Subject to the terms and conditions of this Agreement, the City is responsible for the administration of the Center and the enforcement of rules and regulations relating to the operation thereof. Except for the Center, the School District is responsible for the administration, ongoing management, and operation of the Elementary School and School Building.

4. **PURPOSE OF AGREEMENT.** The purpose of this Agreement is to permit the City and the School District to efficiently use of their respective powers to provide the services and facilities referred to herein.

The Elementary School consists of the School Building with adjoining parking facilities and play area, and the Center. The Center includes a meeting room, community room, and rest room, as shown on Exhibit B.

5. **MANAGEMENT, OPERATION, AND USE OF THE SCHOOL BUILDING, GROUNDS AND CENTER.**

5.1 **Premises and Term.** Upon the terms and conditions of this Agreement, and in consideration of the City's contribution of \$250,000 toward the construction of the Center, it is agreed as follows:

5.2 **Zones of Use.**

A) **The Center.** The parties agree that the City's right to occupy and use the Center is exclusive, it being the intent of the parties that the Center is to be shared and jointly used by the public and by the public school students pursuant to a "Use Schedule" developed by the City Manager. The School District's use of the Center shall be scheduled through the City Manager, with the School District receiving priority in scheduling after City and City-affiliated groups and with no charge for its usage. The City shall provide

the principal of the school a copy of the next month's schedule. As changes occur in such schedule during the month, the City Manager shall provide an update via e-mail or fax to the Superintendent.

B) The School Cafeteria and Gymnasium. The City may use the school cafeteria and gymnasium according to a schedule approved by the Superintendent. The City shall receive priority scheduling after school and school-affiliated groups, with no additional charge for such usage, except that the City will be charged for any costs for clean-up that requires school staff to work beyond their normal hours.

The City shall be allowed to open and close the School Building cafeteria, gymnasium, or other areas of use permitted by the School District on weekends so that no School District employee will be required to be present at the School Building. A City employee, approved by the Superintendent, shall be provided, at the City's expense, and such person must be present at all times when the School Building or other areas of the school site are being used by the City or under the auspices of the City. The City shall be responsible for any damage to the School District's Building or equipment during use by the City which is caused by the City's negligence. The School District's equipment (such as kitchen equipment) shall be operated only by persons approved in advance by the Superintendent. The City may use or authorize the use of equipment in the School Building approved in advance by the Superintendent. The City shall make a reasonable effort to prohibit any persons from roaming the hallways or entering any offices in the School Building when it is supervising use of the School Building. Any damage to persons or property or the death of any person while the School Buildings or grounds are being used by the City caused by the City's negligence shall be the responsibility of the City.

C) Other Areas of the School. The City's use of any other areas of the School Building or Property shall be approved in advance by the Superintendent. The City shall receive priority scheduling after school and school-affiliated groups, subject to the terms and conditions of this Agreement. Use of such areas of the School Building or Property will require supervision by School District employees except as provided in par. B above. Any costs incurred by the School District for such service will be paid by the City.

D) The City shall not have any right to use the cafeteria, gymnasium and other parts of the School Building (except the Center) or the Property at any time while the Elementary School is in session.

E) Notwithstanding any other provision of this Agreement, no usage by the City of the Center or any other part of the School Building or the Property shall at any time in any manner interfere with the operation of the

Elementary School or the students attending the Elementary School. The decision of whether there is any interference with respect to the operation of the School or students shall be determined by the Superintendent. The City Manager shall immediately terminate any use of the Center or the School Building or Property which in any manner interferes with the operation of the Elementary School or the students attending the Elementary School. Written notice of such interference shall be provided to the City Manager by the Superintendent.

5.3 Operation and Maintenance. The City shall be responsible for operation of the Center, including general supervision of the Center. The operation of the Center shall be under the general administration of the City Manager.

The School District shall have sole responsibility to provide usual custodial and maintenance services for the Center, and for paying all charges for utilities, including gas, water, electricity, and sewer. For the first year of the Term, the City shall reimburse the School District \$1,600 for natural gas, \$2,650 for electricity and \$4,250 for custodial services and supplies. Utility rates will be adjusted after the first full year of the Term annually on June 30 of each year, based on the increase or decrease in the average consumer price index for all urban consumers (CPIU) measured for the twelve months ending December 31 of the previous year, as published by the U.S. Bureau of Labor Statistics. Custodial service rates shall be adjusted according to the annual percentage of increase in School District custodial staff total salary and benefit package. The City shall pay all long-distance telephone charges for the telephone in the Center and maintain its own telephone system in the Center. The School District shall perform or contract to perform any repair or modifications to the Center. The City shall pay for the actual cost of labor and materials for any repair to the Center and for any modifications which the City requests and to which the School District agrees. The School District shall pay for any modifications to the Center which it requests and to which the City agrees.

5.4 School Policies. The City acknowledges that the School District has certain policies governing the use of its facilities, including policies relating to health and welfare, which are designed for the benefit of the School District and all facility users. The City agrees that during the time it is operating and/or using the Center, such policies shall continue to apply. The Superintendent shall provide copies of all applicable policies to the City Manager prior to the commencement of this Agreement and shall also provide any new or modified policies to the City Manager from time to time during the term of this Agreement. The parties agree that no tobacco products, alcoholic beverages, drugs prohibited by law, or weapons (as defined in School District Policies) shall be allowed at the Center or in the School Building or on the School Property at any time. Any person or group in violation of the provisions of the preceding sentence shall thereafter be prohibited from using the Center or the School Building or the School Property.

The City, while utilizing the School District Building or Property under this Agreement, shall make a reasonable effort to prohibit use of the Center or School Building or Property by (i) any person known by the City to be a registered sex offender under any federal or state law (ii) any person known by the City to have committed any act prohibited by Chapter 692A, Code of Iowa and (iii) any person known by the City to have been convicted of any other offense detrimental to children or who engaged in any act detrimental to children.

5.5 Building Security. In its use of the Center or of any other area of the school, the City shall abide by all security procedures established by the School District and published in a security manual provided to the City Manager and updated as necessary by the Superintendent. The Center shall be included in the alarm system for the total facility; the City shall be charged for any police alarm calls to the Center or School resulting from the City's use, unless that call is the result of the alarm system's malfunction.

6. ASSIGNMENT AND SUBLEASE PROHIBITED. This Agreement shall not be assigned by the City nor shall any part of the Center be sublet by the City.

7. DECLARATION OF DEFAULT AND NOTICE. In the event either party determines the other has defaulted in the performance of a material obligation hereunder, the aggrieved party may declare that default has occurred and give notice thereof to the defaulting party. Notice of default shall be given in writing, shall specify the nature of the default and the provision of this Agreement in default, and shall further specify what action is required of the defaulting party to remedy the default. The defaulting party shall have thirty (30) days from the date of its receipt of the notice of default to remedy the default. If the default has not been remedied, by the end of such thirty (30) day period, the aggrieved party may pursue its remedies as provided herein. Notwithstanding the foregoing, if the default is of such a nature that it is unable to be remedied within said thirty (30) day period, the defaulting party shall not be in breach of this Agreement so long as the defaulting party is making good faith efforts to remedy the default during said thirty (30) day period and remedies the default as soon thereafter as is reasonably possible.

8. REMEDIES UPON DEFAULT. Either party may, at its option, after declaring default and giving notice thereof as provided in paragraph 7 above, seek termination or specific performance of this Agreement.

To obtain termination or specific performance of this Agreement, the party seeking such relief shall, after expiration of the thirty (30) day period following receipt of notice of default referred to in Par. 7, shall commence a proceeding for termination or specific performance in the Iowa District for Dubuque County. The petitioning party may seek termination and specific performance as alternative forms of relief and nothing in this Agreement shall be construed to require the petitioning party to elect its remedy at the time suit is filed.

9. EFFECT OF TERMINATION. In the event of termination of this Agreement for any reason, the City shall have a reasonable time, not to exceed sixty (60) days, to remove

its equipment located in the Center. Any of the City's equipment remaining in the Center more than sixty (60) days following termination of this Agreement will, at the discretion of the School District, be considered forfeited by the City and may be disposed of as determined in the sole discretion of the School District.

10. MODIFICATION OF THIS AGREEMENT. Certain management and organizational issues addressed in this agreement may need to be revised based upon either the School District's or the City's experience during the initial year of operation or in subsequent years during the term of this agreement. Therefore, the Superintendent and City Manager will review the terms of this agreement at the end of each year to determine if any modifications should be made. No waiver, change, modification or amendment of this Agreement shall be binding upon either party unless such changes are proposed in writing and are approved by both parties in the same manner as this Agreement.

11. INDEMNITY AND HOLD HARMLESS.

11.1 School District Obligation. The School District hereby agrees to indemnify, defend and hold harmless the City, its officers, agents, and employees, or any other persons acting on its behalf, against any and all claims, suits, actions, debts, damages, costs, charges, and expenses, including court costs and attorney's fees, and against all liability for property damage and personal injury, including death resulting directly or indirectly therefrom, arising from any act of negligence of the School District or its agents or employees in the performance or nonperformance of this Agreement.

11.2 City Obligation. The City agrees to indemnify, defend, and hold harmless the School District, its officers, agents, and employees, against any and all claims, suits, actions, debts, damages, costs, charges, and expenses, including court costs and attorney's fees, and against all liability for the property damage and personal injury, including death resulting directly or indirectly therefrom, arising from any act of negligence of the City, its agents, employees, or any other persons acting on its behalf in the performance or nonperformance of this Agreement.

12. NOTICES. Whenever this Agreement requires or permits any notice or written request by one party to another, it shall be deemed to have been properly given if and when delivered in person or three (3) business days after having been deposited in any U.S. Postal Service and sent by registered or certified mail, postage prepaid, addressed as follows:

(1) If to the City:

City Manager
City Hall
50 West 13th Street
Dubuque, IA 52001

(2) If to the School District:

Superintendent of Schools
Dubuque Community School District
2300 Chaney Road
Dubuque, IA 52001

13. APPROVAL.

13.1 By the City Council. This Agreement was approved by the City Council of the City of Dubuque on the _____ day of _____, 2020.

13.2 By the School District. This Agreement was approved by the Board of Directors of the Dubuque Community School District on the 12th day of October, 2020.

Dubuque Community School District

City of Dubuque, Iowa

By: _____
Tamara Ryan, President
Board of Directors

By: _____
Roy D. Buol, Mayor

By: _____
Joni S. Lucas, Secretary
Board of Directors

By: _____
Kevin S. Firnstahl, City Clerk

Exhibit A
to
28E Agreement
between
The Dubuque Community School District
and
The City of Dubuque, Iowa

Legal descriptions of Dubuque Community School District properties which are the site of an elementary school which includes a Neighborhood Resource Center within its perimeter.

- North 2/5 of City Lot 446 in the City of Dubuque, Dubuque County, Iowa
- North 1/5 of City Lot 479 and north ½ - NM 1/5 - of City Lot 479 in the City of Dubuque, Dubuque County, Iowa
- Lot A of City Lot 446 in the City of Dubuque, Dubuque County, Iowa
- Southerly 26 1/5 feet of the Middle One-fifth of Out Lot 446 in the City of Dubuque, Iowa, according to the United States Commissioners' Map of the Survey of the Town of Dubuque, Iowa and the Northerly 25 feet of the Middle 1/5 of City Lot 446 in the City of Dubuque, Iowa according to the United States Commissioners' Map of the City of Dubuque, Iowa
- North 36 feet of the South Middle 1/5 of Out Lot 446 and the Southerly 66 feet and 6 inches of the Northerly Three-fifths of Out Lot 447 in the City of Dubuque, Iowa, according to the United States Commissioners' Map of the Town of Dubuque, Iowa
- North 34 feet of the South 66 feet 8 inches of Out Lot 446 in the City of Dubuque, Iowa, according to the United States Commissioners' Map of the Town of Dubuque, Iowa
- South 32 feet 8 inches of Out Lot 446 in the City of Dubuque, Iowa, according to the United States Commissioners' Map of the Town of Dubuque, Iowa
- South half of the north middle one-fifth of Out Lot 479 and the north half of the middle one-fifth of Out Lot 479 in the City of Dubuque, Iowa, according to the United States Commissioners' Map of the Survey of the Town of Dubuque, Iowa
- South one-half of the Middle one-fifth of Out Lot 479 in the City of Dubuque, Iowa, according to the United States Commissioners' Map thereof
- North one-half of the South one-fifth of Out Lot 479 and the South Middle one-fifth of Out Lot 479 in the City of Dubuque, Iowa, according to the United States Commissioners' Map thereof

- South $\frac{1}{2}$ of the South $\frac{1}{5}$ of Out Lot 479 in the City of Dubuque, Iowa, according to the United States Commissioners' Map thereof

1. ALL DIMENSIONS ARE IN FEET AND INCHES.
2. ALL DIMENSIONS ARE TO FACE UNLESS NOTED OTHERWISE.
3. ALL WALLS ARE 12" THICK UNLESS NOTED OTHERWISE.
4. ALL DOORS ARE 36" WIDE UNLESS NOTED OTHERWISE.
5. ALL WINDOWS ARE 48" WIDE UNLESS NOTED OTHERWISE.
6. ALL FLOORS ARE 4" THICK CONCRETE UNLESS NOTED OTHERWISE.
7. ALL CEILINGS ARE 8' HIGH UNLESS NOTED OTHERWISE.
8. ALL ROOFS ARE 12" THICK CONCRETE UNLESS NOTED OTHERWISE.
9. ALL STAIRS ARE 36" WIDE UNLESS NOTED OTHERWISE.
10. ALL ELEVATIONS ARE TO FACE UNLESS NOTED OTHERWISE.
11. ALL FINISHES ARE TO FACE UNLESS NOTED OTHERWISE.
12. ALL MATERIALS ARE TO FACE UNLESS NOTED OTHERWISE.
13. ALL NOTES ARE TO FACE UNLESS NOTED OTHERWISE.
14. ALL DIMENSIONS ARE TO FACE UNLESS NOTED OTHERWISE.
15. ALL WALLS ARE 12" THICK UNLESS NOTED OTHERWISE.
16. ALL DOORS ARE 36" WIDE UNLESS NOTED OTHERWISE.
17. ALL WINDOWS ARE 48" WIDE UNLESS NOTED OTHERWISE.
18. ALL FLOORS ARE 4" THICK CONCRETE UNLESS NOTED OTHERWISE.
19. ALL CEILINGS ARE 8' HIGH UNLESS NOTED OTHERWISE.
20. ALL ROOFS ARE 12" THICK CONCRETE UNLESS NOTED OTHERWISE.

NO.	DESCRIPTION	DATE	BY	CHECKED
1	REVISION			
2	REVISION			
3	REVISION			
4	REVISION			
5	REVISION			
6	REVISION			
7	REVISION			
8	REVISION			
9	REVISION			
10	REVISION			
11	REVISION			
12	REVISION			
13	REVISION			
14	REVISION			
15	REVISION			
16	REVISION			
17	REVISION			
18	REVISION			
19	REVISION			
20	REVISION			

(H) MAIN LEVEL FLOOR PLAN - AREA A
1/8" = 1'-0"

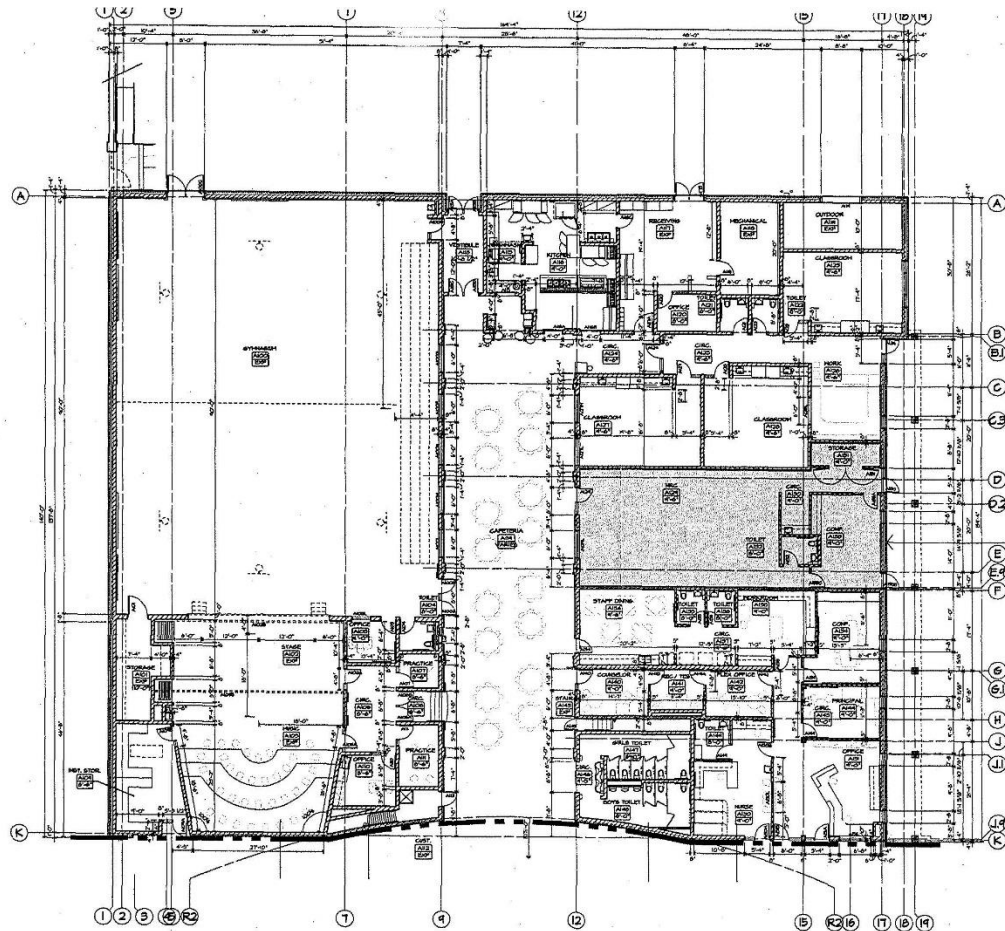


EXHIBIT B

NEIGHBORHOOD RESOURCE CENTER

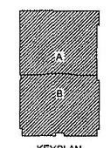
DURHAM, IA 52001

DURHAM COMMUNITY
SCHOOL DISTRICT
2300 CHERRY ROAD
DURHAM, IA 52001

SPRICKS Architects
Spricks Johnson
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Des Moines, Iowa 50308
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WORLD
Architects and Engineers

SHEET SPECIFIC NOTES



Revisions	Date	No.

MAIN LEVEL
FLOOR PLAN -
AREA A

Scale: 1/8" = 1'-0"

Dubuque Community School District

2019-2020 Internal Control Policies and Procedures

Requires Annual Review by Facilities/Support Services Committee and Board of Education

For approval by the Board of
Education on October 12, 2020

<u>Internal Control</u>	<u>Date Reviewed</u>	<u>Reviewed By</u>	<u>Comments</u>
1. Cash Controls			
a. Petty Cash – The request to replenish a building’s petty cash fund must have a reconciliation sheet with attached invoices and account codes. No individual purchase over \$25 will be allowed.	Every accounts payable batch	Rick Till	No exceptions have been noted throughout the year.
b. Cash Deposit Policy – All money must be deposited at least one time each week as well as on the 20 th of each month and on the last business day of each month. This is a minimum requirement as the Business Office would prefer a daily deposit if possible.	9/10/2020	Rick Till	Joni maintains a monthly checklist for each school. When there is an issue identified, Joni emails the building to resolve the issue. Joni keeps copies of all emails between herself and the person at the building responsible for the deposits.
c. No District personnel shall exchange cash for a check from the cash deposits or petty cash funds.	9/10/2020	Rick Till	Joni spot checks each school’s SAR deposits to make sure the cash and check totals on the SAR match the cash and check totals on the deposit ticket. In addition, this is noted in the Business Services Resource Book.
d. Cash funds should never be left unattended.	9/10/2020	Rick Till	This is typically mentioned at the secretaries’ meeting at the beginning of the school year. In addition, this is noted in the Business Services Resource Book. No instances of noncompliance were brought to my attention this year.
e. The Chief Financial Officer and Director of Finance will review each month’s bank reconciliation.	8/17/2020	Kevin Kelleher	I reviewed all of the FY 2019/2020 bank reconciliations and noted that Rick Till reviewed and initialed every month.

<u>Internal Control</u>	<u>Date Reviewed</u>	<u>Reviewed By</u>	<u>Comments</u>
1. Cash Controls, continued			
f. Depository Limit – The Board Secretary will monitor bank balances weekly by reviewing balances online to ensure depository limit is not exceeded.	9/10/2020	Rick Till	Joni reviews the bank balance to make sure it is lower than the maximum depository amount. Joni also reviews the Premier Bank balance and transfers funds to the checking account to maximize interest.
g. All purchases on the District P-card will be reviewed and signed by a Board member. An expense recap and copies of each invoice for every purchase will be provided to them.	Each month that there is activity on the District P-Card. Have signed statement by Board member of their review.	Kevin Kelleher	We have created a Sign Out Form for the District P-Card. Anyone who uses the card is required to record time signed out and returned, purpose of use, amount of use and acknowledge read the policies for use of the card. Also, each month a Board member must sign that they have reviewed and approve all purchases and accompanying receipts.
h. The Chief Financial Officer sent a letter to all of the community financial institutions requesting a list of all accounts at their financial institution that were using the District Federal Identification number, and/or Name of one of our schools, and /or the address of one of our schools.	1/30/2020	Kevin Kelleher	This control was tested during the 2019/2020 fiscal year. Every financial institution notified us that they did not have any accounts using our District or school name or federal identification number. This control is reviewed every third fiscal year. Next testing period will be 2022/2023.
i. Investment Control – When the District opens an account for short-term investing, it will require the financial institution to only allow transfers to and from the District general checking account. Transfer to any other account is not allowed.	2019/2020	Kevin Kelleher	This was a new requirement established in the 2018/2019 year. When financial institutions bid on the short-term investment, they are aware of this requirement. This will help eliminate any possible outside fraud attempt. This was included to bidders on all short-term investment offerings in FY 2019/2020.

<u>Internal Control</u>	<u>Date Reviewed</u>	<u>Reviewed By</u>	<u>Comments</u>
1. Cash Controls, continued			
j. Investment Control – The District created a policy that requires the results of each short-term investment bid opportunity be communicated to the Facilities/Support Services Board subcommittee.	2019/2020	Kevin Kelleher	This policy was created in the Spring of 2020. One bid offering took place just before the policy went into effect, but results were still communicated to the committee.
2. Fixed Asset Controls			
a. All equipment costing \$5,000 or more shall be recorded in the fixed asset system and tagged with a District bar code.	9/10/2020	Kevin Kelleher	Lisa and Kevin worked on the fixed asset module of the District's finance system. The fixed asset module has a reconciliation document with the General Ledger. It shows all items coded with a fixed asset code in the General Ledger are recorded in the fixed asset module and any differences must be reconciled.
b. A physical inventory of all District fixed assets will be conducted on a four-year rotating cycle under the supervision of the Business Office. After completion of the physical inventory, the Chief Financial Officer and the Director of Finance will review the findings.	9/15/2020	Kevin Kelleher	We have determined different variance levels. Less than 5.01% - Acceptable (Forum, B&G, Transportation, Marshall) Note: Marshall was over 5%. I met with the Sheila and one of the items the school did not originally find was still there and taking this item off the list dropped them below a 5% variance level. 5.01% to 10.00% - Meet with building principal or department manager.

<p>2. Fixed Asset Controls, continued</p>			<p>Kennedy - Met with Nick Hess on 9/22/2020 to discuss results. This was Nick's first year so made him aware of the process and documentation needed when assets disposed. District Business Office will supply the school with an updated list each year and Nick will distribute the list to staff to account for their items.</p> <p>Lincoln – Met with Megan Elsinger on 2/24/2020. Megan started as principal in FY 2020/2021 so wasn't there when inventory was taken. Therefore, made her aware of the process and documentation needed when assets disposed. District Business Office will supply the school with an updated list each year and Megan will distribute the list to staff to account for their items.</p> <p>Hempstead – Met with Lee Kolker on 9/15/2020 to discuss the Fixed Asset disposal process. Developed a process to help him and his staff have a more accurate reporting. District Business Office will supply the school with an updated list each year and Lee will distribute the list to staff to account for their items.</p> <p>Greater than 10% - Meet with Building Principal and building will need to do another physical inventory the next year (None this year).</p>
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<u>Internal Control</u>	<u>Date Reviewed</u>	<u>Reviewed By</u>	<u>Comments</u>
3. Accounts Payable Controls			
a. All District purchase orders will be signed by the Chief Financial Officer.	Every accounts payable batch	Kevin Kelleher	Review and approve each purchase order.
b. An original invoice must be received and attached to the purchase order to process for payment.	Every accounts payable batch	Rick Till	If there is not an invoice attached, it is not approved for payment and returned to A/P department.
c. The Director of Finance will review all purchase orders for proper account coding before payment.	On a daily basis as purchase orders are produced	Rick Till	Reviewed and initialed essentially all purchase orders (exceptions being when I am absent).
d. Verify accounts payable warrant listing totals match all batches entered for the month.	Monthly	Rick Till	Reviewed and compared the Warrants Listing with the Disbursement Detail Listing
e. All revised purchase orders must be dated and initialized by the Chief Financial Officer.	On a daily basis as needed	Rick Till	All revised PO's are reviewed by the Chief Financial Officer. General Fund PO's are also reviewed by the Budget Coordinator to make sure the revised PO amount does not go over the budget for that budget control group. Once reviewed, they are initialized and dated and returned to the Accounts Payable Dept.
4. Payroll Controls			
NOTE: Effective 1/1/14, payroll was processed on software from Infinite Visions that also integrates with H/R and G/L. In addition, payroll utilizes AESOP that is used for substitutes and leave tracking. Infinite Visions has internal controls built into the software in that it timestamps changes made and list the user that made the change. Due to the changes in software, many internal processes were changed and will be continually monitored.			
a. Electronic time and attendance records must be approved electronically by a school or building administrator. All hourly personnel must use the electronic time and attendance system.	At fiscal year end	Rick Till	Per review with Amy, time and attendance records must be approved by a supervisor for processing payroll. Prior to processing, payroll will contact supervisors with any questions.
b. Payroll edit list will be checked online and approved by the Payroll/Benefits Manager before checks are posted.	At fiscal year end	Rick Till	Per review with Amy, the payroll edit is checked and approved online.

<u>Internal Control</u>	<u>Date Reviewed</u>	<u>Reviewed By</u>	<u>Comments</u>
4. Payroll Controls, continued			
c. Checks will be posted and printed by one employee and processed by another.	At fiscal year end	Rick Till	Checks are posted and printed by Amy Vandermeulen and processed by Mindy Klein.
d. Benefits are calculated by the Payroll staff and processed by the Payroll/Benefits Manager.	At fiscal year end	Rick Till	Benefits are reconciled from one payroll to the next by an excel document that lists additions/deductions from the prior payroll.
e. Staff recommendations and contracts are generated by e-pars from the Human Resources department and verified by Payroll/Benefits department.	At fiscal year end	Rick Till	Per review with Amy, before an employee can be paid there are steps in the e-par process that payroll must complete. Until all steps are completed electronically the employee cannot be paid.
f. W-4's are checked against Social Security Business Services website when processing a new employee's paperwork.	At fiscal year end	Rick Till	Per review with Amy, employees complete their W-4 online and Amy checks their SS# online to ensure information is correct.
g. Insurance premiums are paid based on what is processed in the Payroll/Benefits department not by what is billed by the companies. Company billings are updated to agree with District records.	At fiscal year end	Rick Till	Amy compares the actual payroll postings for insurance to make sure they agree with an excel file and any differences are reconciled. Amy then takes the excel file and makes adjustments to the vendor billings. The check is then written to the vendor for the amount listed on the reconciled excel file.

<u>Internal Control</u>	<u>Date Reviewed</u>	<u>Reviewed By</u>	<u>Comments</u>
5. Concessions and Athletic Ticket Sales			
a. The Director of Finance will annually review the concession stand reports and athletic event ticket sales reports and present the findings to the District Activities Director.	At fiscal year end	Rick Till	Business Office staff met with Joe Maloney, June Stecklein, Jackie Lambe, Brian Kuhle, Brent Cook, Cindy Widmar and Jayne David in FY 2018-2019. Reviewed both the concession and athletic ticket reports and deposits. Reviewed past and current practices and made changes to increase the accountability and internal controls. The Business Office with the assistance of Joe Maloney will continue to monitor and implement any changes needed to ensure proper internal controls and safeguarding of assets. Due to COVID, testing was not performed in FY 2019-2020.

Dubuque Community School District

MONTHLY BUDGET RECAP - EXPENSE

Fiscal Year: 2020-2021

☐ Subtotal by Collapse Mask

☐ Include pre encumbrance

From Date: 9/1/2020

To Date: 9/30/2020

☒ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

☐ Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.0000.0000.000.0000.000100	SALARIES	\$83,580,932.41	(\$2,914,941.11)	\$9,613,697.73	\$73,967,234.68	\$74,350,394.23	(\$383,159.55)	-0.46%
10.0000.0000.000.0000.000200	EMPLOYEE BENEFITS	\$31,758,458.48	(\$1,177,331.40)	\$3,867,388.64	\$27,891,069.84	\$27,767,247.80	\$123,822.04	0.39%
10.0000.0000.000.0000.000300	PURCHASED SERVICES	\$1,102,309.73	\$475,199.64	\$1,019,077.33	\$83,232.40	\$2,678,255.78	(\$2,595,023.38)	-235.42%
10.0000.0000.000.0000.000400	PROPERTY SERVICES	\$438,640.00	\$29,302.52	\$70,311.46	\$368,328.54	\$320,212.95	\$48,115.59	10.97%
10.0000.0000.000.0000.000500	OTHER PURCHASED SERVICES	\$2,212,356.14	\$28,609.91	\$625,253.94	\$1,587,102.20	\$68,824.01	\$1,518,278.19	68.63%
10.0000.0000.000.0000.000600	SUPPLIES	\$9,887,751.98	\$886,951.67	\$1,595,616.00	\$8,292,135.98	\$2,705,911.02	\$5,586,224.96	56.50%
10.0000.0000.000.0000.000700	PROPERTY/EQUIPMENT	\$132,671.29	\$50,747.15	\$65,279.90	\$67,391.39	\$28,895.47	\$38,495.92	29.02%
10.0000.0000.000.0000.000800	MISCELLANEOUS	\$49,239.32	\$1,646.00	\$29,115.75	\$20,123.57	\$3,219.00	\$16,904.57	34.33%
10.0000.0000.000.0000.000900	FUND TRANSFERS	\$5,454,154.38	\$453,785.00	\$1,361,355.00	\$4,092,799.38	\$0.00	\$4,092,799.38	75.04%
	FUND: GENERAL FUND - 10	\$134,616,513.73	(\$2,166,030.62)	\$18,247,095.75	\$116,369,417.98	\$107,922,960.26	\$8,446,457.72	6.27%
21.0000.0000.000.0000.000100	SALARIES	\$0.00	\$4,695.60	\$4,695.60	(\$4,695.60)	\$13,410.32	(\$18,105.92)	0.00%
21.0000.0000.000.0000.000200	EMPLOYEE BENEFITS	\$0.00	\$642.24	\$642.24	(\$642.24)	\$757.39	(\$1,399.63)	0.00%
21.0000.0000.000.0000.000300	PURCHASED SERVICES	\$0.00	\$2,225.00	\$19,698.69	(\$19,698.69)	\$16,240.00	(\$35,938.69)	0.00%
21.0000.0000.000.0000.000400	PROPERTY SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
21.0000.0000.000.0000.000500	OTHER PURCHASED SERVICES	\$0.00	\$0.00	\$140.76	(\$140.76)	\$250.00	(\$390.76)	0.00%
21.0000.0000.000.0000.000600	SUPPLIES	\$1,569,000.00	\$92,813.99	\$169,792.77	\$1,399,207.23	\$106,806.38	\$1,292,400.85	82.37%
21.0000.0000.000.0000.000700	PROPERTY/EQUIPMENT	\$0.00	\$14,500.00	\$23,180.00	(\$23,180.00)	\$7,082.62	(\$30,262.62)	0.00%
21.0000.0000.000.0000.000800	MISCELLANEOUS	\$0.00	\$2,542.88	\$14,142.63	(\$14,142.63)	\$1,775.00	(\$15,917.63)	0.00%
21.0000.0000.000.0000.000900	FUND TRANSFERS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	FUND: STUDENT ACTIVITY FUND - 21	\$1,569,000.00	\$117,419.71	\$232,292.69	\$1,336,707.31	\$146,321.71	\$1,190,385.60	75.87%
22.0000.0000.000.0000.000200	EMPLOYEE BENEFITS	\$2,078,370.00	\$31,975.17	\$1,409,011.26	\$669,358.74	\$38,220.00	\$631,138.74	30.37%
22.0000.0000.000.0000.000300	PURCHASED SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
22.0000.0000.000.0000.000500	OTHER PURCHASED SERVICES	\$1,794,630.00	\$674,077.50	\$1,352,126.43	\$442,503.57	\$674,077.50	(\$231,573.93)	-12.90%
	FUND: MANAGEMENT LEVY - 22	\$3,873,000.00	\$706,052.67	\$2,761,137.69	\$1,111,862.31	\$712,297.50	\$399,564.81	10.32%
33.0000.0000.000.0000.000300	PURCHASED SERVICES	\$1,765,000.00	\$423,299.25	\$941,532.64	\$823,467.36	\$2,293,337.15	(\$1,469,869.79)	-83.28%
33.0000.0000.000.0000.000400	PROPERTY SERVICES	\$2,500,000.00	\$297,708.02	\$626,721.93	\$1,873,278.07	\$556,196.36	\$1,317,081.71	52.68%
33.0000.0000.000.0000.000500	OTHER PURCHASED SERVICES	\$0.00	\$68,142.30	\$72,639.90	(\$72,639.90)	\$98,168.94	(\$170,808.84)	0.00%
33.0000.0000.000.0000.000600	SUPPLIES	\$0.00	\$59,095.38	\$226,773.08	(\$226,773.08)	\$178,455.34	(\$405,228.42)	0.00%
33.0000.0000.000.0000.000700	PROPERTY/EQUIPMENT	\$2,500,000.00	\$13,112.00	\$266,876.65	\$2,233,123.35	\$14,793.97	\$2,218,329.38	88.73%
33.0000.0000.000.0000.000800	MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
33.0000.0000.000.0000.000900	FUND TRANSFERS	\$6,713,005.00	\$640,810.91	\$1,537,401.18	\$5,175,603.82	\$0.00	\$5,175,603.82	77.10%
	FUND: LOCAL OPTION SALES TAX - 33	\$13,478,005.00	\$1,502,167.86	\$3,671,945.38	\$9,806,059.62	\$3,140,951.76	\$6,665,107.86	49.45%
36.0000.0000.000.0000.000300	PURCHASED SERVICES	\$0.00	\$15,447.43	\$38,763.54	(\$38,763.54)	\$89,359.77	(\$128,123.31)	0.00%
36.0000.0000.000.0000.000400	PROPERTY SERVICES	\$3,210,000.00	\$310,281.68	\$918,916.35	\$2,291,083.65	\$247,503.34	\$2,043,580.31	63.66%
36.0000.0000.000.0000.000600	SUPPLIES	\$200,000.00	\$40,625.22	\$45,099.25	\$154,900.75	\$154.00	\$153,360.75	76.68%
36.0000.0000.000.0000.000700	PROPERTY/EQUIPMENT	\$1,355,000.00	\$113,493.49	\$759,337.86	\$595,662.14	\$191,189.32	\$404,472.82	29.85%
36.0000.0000.000.0000.000800	MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	FUND: PHYSICAL PLANT/EQUIP LEVY - 36	\$4,765,000.00	\$479,847.82	\$1,762,117.00	\$3,002,883.00	\$529,592.43	\$2,473,290.57	51.91%
40.0000.0000.000.0000.000300	PURCHASED SERVICES	\$190,280.00	\$0.00	\$264,328.62	(\$74,048.62)	\$1,000.00	(\$75,048.62)	-39.44%
40.0000.0000.000.0000.000800	MISCELLANEOUS	\$31,155,690.00	\$0.00	\$30,760,745.28	\$394,944.72	\$0.00	\$394,944.72	1.27%
40.0000.0000.000.0000.000900	FUND TRANSFERS	\$0.00	\$0.00	\$2,101,834.81	(\$2,101,834.81)	\$0.00	(\$2,101,834.81)	0.00%
	FUND: DEBT SERVICE FUND - 40	\$31,345,970.00	\$0.00	\$33,126,908.71	(\$1,780,938.71)	\$1,000.00	(\$1,781,938.71)	-5.68%
61.0000.0000.000.0000.000100	SALARIES	\$1,917,364.78	\$159,980.38	\$242,865.27	\$1,674,499.51	\$1,703,635.62	(\$29,136.11)	-1.52%
61.0000.0000.000.0000.000200	EMPLOYEE BENEFITS	\$763,635.88	\$66,627.17	\$159,536.93	\$604,098.95	\$643,049.61	(\$38,950.66)	-5.10%
61.0000.0000.000.0000.000300	PURCHASED SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

Dubuque Community School District

MONTHLY BUDGET RECAP - EXPENSE

From Date: 9/1/2020

To Date: 9/30/2020

Fiscal Year: 2020-2021

☐ Subtotal by Collapse Mask

☐ Include pre encumbrance

☒ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

☐ Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
61.0000.0000.000.0000.000400	PROPERTY SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
61.0000.0000.000.0000.000500	OTHER PURCHASED SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
61.0000.0000.000.0000.000600	SUPPLIES	\$5,857,800.00	\$96,430.10	\$156,916.01	\$5,700,883.99	\$590,328.23	\$5,110,555.76	87.24%
61.0000.0000.000.0000.000700	PROPERTY/EQUIPMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
61.0000.0000.000.0000.000800	MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
61.0000.0000.000.0000.000900	FUND TRANSFERS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	FUND: SCHOOL NUTRITION FUND - 61	\$8,538,800.66	\$323,037.65	\$559,318.21	\$7,979,482.45	\$2,937,013.46	\$5,042,468.99	59.05%
76.0000.0000.000.0000.000200	EMPLOYEE BENEFITS	\$0.00	\$251,907.10	\$799,423.55	(\$799,423.55)	\$1,340,619.72	(\$2,140,043.27)	0.00%
76.0000.0000.000.0000.000300	PURCHASED SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
76.0000.0000.000.0000.000500	OTHER PURCHASED SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
76.0000.0000.000.0000.000600	SUPPLIES	\$0.00	\$7,882.23	\$17,989.10	(\$17,989.10)	\$89,760.90	(\$107,750.00)	0.00%
76.0000.0000.000.0000.000800	MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	FUND: CLEARING FUND - 76	\$0.00	\$259,789.33	\$817,412.65	(\$817,412.65)	\$1,430,380.62	(\$2,247,793.27)	0.00%
81.0000.0000.000.0000.000300	PURCHASED SERVICES	\$0.00	\$1,750.00	\$9,774.00	(\$9,774.00)	\$0.00	(\$9,774.00)	0.00%
81.0000.0000.000.0000.000600	SUPPLIES	\$0.00	\$0.00	\$0.00	\$0.00	\$439.00	(\$439.00)	0.00%
81.0000.0000.000.0000.000900	FUND TRANSFERS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	FUND: EXPENDABLE TRUST FUND - 81	\$0.00	\$1,750.00	\$9,774.00	(\$9,774.00)	\$439.00	(\$10,213.00)	0.00%
91.0000.0000.000.0000.000600	SUPPLIES	\$0.00	\$829.66	\$2,094.25	(\$2,094.25)	\$258.00	(\$2,352.25)	0.00%
	FUND: AGENCY/HOSPITALITY FUND - 91	\$0.00	\$829.66	\$2,094.25	(\$2,094.25)	\$258.00	(\$2,352.25)	0.00%
Grand Total:		\$198,186,289.39	\$1,224,864.08	\$61,190,096.33	\$136,996,193.06	\$116,821,214.74	\$20,174,978.32	10.18%

End of Report

Dubuque Community School District

General Ledger - MONTHLY REVENUE RECAP

Fiscal Year: 2020-2021 From Date: 9/1/2020 To Date: 9/30/2020

Account Mask: ??????????????????????

Account Type: REVENUE

☒ Print accounts with zero balance

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FUND / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Used
10 - GENERAL FUND						
001111 - PROPERTY TAX	(\$34,298,799.00)	(\$5,698,922.17)	(\$6,541,233.17)	\$0.00	(\$27,757,565.83)	19.07%
001112 - CASH RESERVE PROPERTY TAX	(\$8,287,213.00)	\$0.00	\$0.00	\$0.00	(\$8,287,213.00)	0.00%
001113 - BUS PROP TAX CREDIT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
001114 - INST SUPPORT PROPERTY TAX	(\$5,491,258.00)	(\$695,331.34)	(\$804,970.59)	\$0.00	(\$4,686,287.41)	14.66%
001171 - UTILITY REPLACEMENT TAX	(\$1,186,673.00)	\$0.00	\$0.00	\$0.00	(\$1,186,673.00)	0.00%
001191 - MOBILE HOME TAX	(\$102,000.00)	(\$30,249.67)	(\$38,765.17)	\$0.00	(\$63,234.83)	38.01%
001311 - TUITION/INDIVID/REG ED	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
001313 - TUITION/INDIVID/DRIVER ED	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
001314 - TUITION/INDIVID/OUT OF ST	(\$10,000.00)	\$0.00	(\$3,524.00)	\$0.00	(\$6,476.00)	35.24%
001321 - TUITION/LEA'S - REG EDUC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
001322 - TUITION/LEA'S SPEC EDUC	(\$1,000,000.00)	(\$117,178.27)	(\$540,258.65)	\$0.00	(\$459,741.35)	54.03%
001323 - TUIT/LEA/OPEN ENR/REG ED	(\$300,000.00)	\$0.00	(\$77,458.84)	\$0.00	(\$222,541.16)	25.82%
001361 - TUITION/SUM SCH/REG ED	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
001411 - TRANS/FEES/REG ED/PUBLIC	(\$45,000.00)	(\$3,881.76)	(\$15,233.95)	\$0.00	(\$29,766.05)	33.85%
001441 - TRANS FEES/PRIVATE	(\$15,000.00)	(\$1,339.12)	(\$2,302.01)	\$0.00	(\$12,697.99)	15.35%
001510 - INTEREST	(\$600,000.00)	(\$1,246.01)	(\$5,093.54)	\$0.00	(\$594,906.46)	0.85%
001720 - BOOKSTORE & SUPPLY SALES	(\$5,000.00)	(\$12.00)	(\$188.00)	\$0.00	(\$4,812.00)	3.76%
001740 - STUDENT FEES REVENUE	(\$123,000.00)	(\$1,538.35)	(\$6,227.29)	\$0.00	(\$116,772.71)	5.06%
001748 - STUDENT FEES - CONTEST	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
001910 - PROPERTY RENTAL	(\$140,000.00)	(\$7,182.50)	(\$31,826.25)	\$0.00	(\$108,173.75)	22.73%
001920 - DONATIONS/CONTRIBUTIONS	(\$350,000.00)	(\$43,213.52)	(\$62,060.10)	\$0.00	(\$287,939.90)	17.73%
001921 - DRA GRANT	(\$120,000.00)	\$0.00	\$0.00	\$0.00	(\$120,000.00)	0.00%
001924 - MCELROY GRANT	(\$1,000.00)	\$0.00	\$0.00	\$0.00	(\$1,000.00)	0.00%
001925 - LOCAL GRANT	(\$50,000.00)	(\$479.98)	(\$40,709.81)	\$0.00	(\$9,290.19)	81.42%
001942 - TEXTBOOK FEES - PUBLIC	(\$515,000.00)	(\$16,591.03)	(\$406,467.99)	\$0.00	(\$108,532.01)	78.93%
001945 - TEXTBOOK FINES/PENALTIES	(\$10,000.00)	(\$201.98)	(\$5,731.14)	\$12.25	(\$4,281.11)	57.19%
001954 - LEA/AEA OTHER SERVICES	(\$41,000.00)	\$0.00	\$0.00	\$0.00	(\$41,000.00)	0.00%
001956 - CURRICULUM COORDINATOR TO AEA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
001958 - MISC REV FROM LEA/AEA	\$0.00	\$0.00	(\$43.23)	\$0.00	\$43.23	0.00%
001989 - OTHER REFUND PR YR EXP	(\$5,000.00)	\$0.00	(\$8,411.00)	\$0.00	\$3,411.00	168.22%
001993 - FUND RAISERS OTHER THAN STUDENT ACTIVITY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
001996 - IA SCH MICRO SETTLEMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
001999 - MISCELLANEOUS REVENUE	(\$300,000.00)	(\$51,201.26)	(\$139,642.80)	\$0.00	(\$160,357.20)	46.55%

Dubuque Community School District

General Ledger - MONTHLY REVENUE RECAP

Fiscal Year: 2020-2021 From Date: 9/1/2020 To Date: 9/30/2020

Account Mask: ??????????????????????

Account Type: REVENUE

☒ Print accounts with zero balance

☐ Include Inactive Accounts

☐ Include PreEncumbrance

FUND / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Used
003111 - FOUNDATION AID-CURRENT YR	(\$55,704,541.00)	(\$5,570,453.00)	(\$5,570,453.00)	\$0.00	(\$50,134,088.00)	10.00%
003113 - SPEC ED DEF/SUP ST AID	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
003116 - TEACHER LEADERSHIP STATE AID	(\$3,575,595.00)	(\$357,560.00)	(\$357,560.00)	\$0.00	(\$3,218,035.00)	10.00%
003117 - 4 YR OLD PRESCHOOL ST AID	(\$2,614,808.00)	(\$260,250.00)	(\$260,250.00)	\$0.00	(\$2,354,558.00)	9.95%
003119 - TRANSPORTATION EQUITY AID	\$0.00	(\$935.00)	(\$935.00)	\$0.00	\$935.00	0.00%
003121 - FOSTER CARE CLAIM	(\$30,000.00)	\$0.00	(\$45,865.20)	\$0.00	\$15,865.20	152.88%
003123 - DISTRICT COURT CLAIM	(\$125,000.00)	\$0.00	(\$136,003.87)	\$0.00	\$11,003.87	108.80%
003202 - MENTORING AND INDUCTION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
003204 - SALARY IMPROVEMENT PLAN	(\$6,560,870.00)	(\$656,087.00)	(\$656,087.00)	\$0.00	(\$5,904,783.00)	10.00%
003205 - CONTRACTS FOR PROF DEV/TECHNICAL ASSISTANCE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
003214 - AEA FLOW THROUGH	(\$5,445,421.00)	(\$453,785.00)	(\$1,361,355.00)	\$0.00	(\$4,084,066.00)	25.00%
003216 - EARLY INTERVENTION GRANT	(\$786,570.00)	(\$78,657.00)	(\$78,657.00)	\$0.00	(\$707,913.00)	10.00%
003217 - AMBASSADOR TO EDUCATION	\$0.00	\$0.00	(\$40,838.26)	\$0.00	\$40,838.26	0.00%
003221 - NON-PUBLIC TRANSPORT AID	(\$375,000.00)	\$0.00	(\$389,160.34)	\$0.00	\$14,160.34	103.78%
003222 - NON-PUBLIC TEXTBOOK AID	(\$30,000.00)	\$0.00	\$0.00	\$0.00	(\$30,000.00)	0.00%
003227 - D-CAT/DHS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
003228 - JUVENILE DELINQUENCY GRANT	(\$69,000.00)	\$0.00	(\$66,500.00)	\$0.00	(\$2,500.00)	96.38%
003229 - TRUANCY INTERVENTION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
003234 - K-3 INNOVATIVE AT RISK	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
003238 - 4 YR OLD AT-RISK GRANT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
003261 - VOCATIONAL AID	(\$30,000.00)	\$0.00	\$0.00	\$0.00	(\$30,000.00)	0.00%
003315 - EMPOWERMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
003333 - MODEL CORE CURRICULUM GRT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
003342 - SUCCESSFUL PROGRESSION FOR EARLY READERS	(\$95,000.00)	\$0.00	\$0.00	\$0.00	(\$95,000.00)	0.00%
003373 - PROF DEV MODEL CORE CURR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
003374 - TEACHER DEVEL ACADEMIES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
003376 - ED QUALITY PROF DEVELOP	(\$776,815.00)	(\$77,682.00)	(\$77,682.00)	\$0.00	(\$699,133.00)	10.00%
003379 - COMPUTER SCIENCE PD INCENTIVE GRANT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
003720 - STATE GRANTS THRU AEA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
003751 - IOWA STEM GRANT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
003801 - MILITARY CREDIT	(\$20,000.00)	\$0.00	\$0.00	\$0.00	(\$20,000.00)	0.00%
003803 - STATE COMM & IND REPLACEMENT	(\$1,774,947.00)	\$0.00	\$0.00	\$0.00	(\$1,774,947.00)	0.00%
004052 - EDUCATION STABILIZATION FUND (ESSER FUND)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
004071 - APPRENTICESHIP USA GRANT	(\$10,000.00)	\$0.00	\$0.00	\$0.00	(\$10,000.00)	0.00%

Dubuque Community School District

General Ledger - MONTHLY REVENUE RECAP

Fiscal Year: 2020-2021 From Date: 9/1/2020 To Date: 9/30/2020

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FUND / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Used
004501 - TITLE I CURRENT FISCAL YR	(\$1,985,497.00)	\$0.00	(\$776,417.43)	\$0.00	(\$1,209,079.57)	39.10%
004507 - TITLE I SCHOOL IMPROVEMENT GRANTS	\$0.00	\$0.00	(\$22,005.24)	\$0.00	\$22,005.24	0.00%
004508 - TITLE I CARRYOVER	(\$60,000.00)	\$0.00	(\$86,226.14)	\$0.00	\$26,226.14	143.71%
004513 - IDEA SUB GRANT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
004516 - UNDESIGNATED	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
004517 - IDEA SUB GRANT - LETRS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
004525 - SPEC ED PART B HIGH COST	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
004526 - SPECIAL ED - STATE PERSONNEL DEVELOPMENT GRANT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
004531 - PERKINS GRANT	(\$120,000.00)	(\$123,200.26)	(\$123,200.26)	\$0.00	\$3,200.26	102.67%
004565 - HOMELESS YOUTH GRANT	(\$35,000.00)	\$0.00	(\$18,728.95)	\$0.00	(\$16,271.05)	53.51%
004577 - COOPERAT AGREE/SCH HEALTH	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
004598 - TAP PROGRAM	(\$90,000.00)	(\$4,384.56)	(\$22,633.17)	\$0.00	(\$67,366.83)	25.15%
004634 - MEDICAID DIRECT CARE	(\$3,273,003.00)	(\$67,510.18)	(\$174,404.85)	\$0.00	(\$3,098,598.15)	5.33%
004643 - TITLE II-FED TCHR QUALITY	(\$310,000.00)	\$0.00	(\$112,524.09)	\$0.00	(\$197,475.91)	36.30%
004644 - TITLE III	(\$3,000.00)	\$0.00	(\$2,340.00)	\$0.00	(\$660.00)	78.00%
004646 - 21ST CENTURY COM LEARN CT	(\$100,000.00)	\$0.00	(\$11,696.13)	\$0.00	(\$88,303.87)	11.70%
004648 - TITLE VI PART A - NCLB	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
004654 - ADVANCED PLACEMENT PROG	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
004669 - TITLE IV - STUDENT SUPPORT & ACADEMIC ENRICHMENT	(\$125,000.00)	\$0.00	(\$24,912.44)	\$0.00	(\$100,087.56)	19.93%
004695 - DEVEP DISAB PROJ OF NAT'L SIGNIFICANCE - METS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
004720 - FEDERAL PASS-THROUGH(AEA)	(\$535,000.00)	(\$270,029.00)	(\$540,580.00)	\$0.00	\$5,580.00	101.04%
004790 - THROUGH ANOTHER AGENCY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
004812 - PYMTS TO ST/LIEU RE TAXES	(\$25,000.00)	\$0.00	\$0.00	\$0.00	(\$25,000.00)	0.00%
005221 - FUND 21 TRANSFER	(\$7,500.00)	\$0.00	\$0.00	\$0.00	(\$7,500.00)	0.00%
005261 - INTERFUND TRANS FUND 61	(\$275,000.00)	\$0.00	\$0.00	\$0.00	(\$275,000.00)	0.00%
005311 - COMP. FOR LOSS OF ASSETS	(\$30,000.00)	\$0.00	(\$476.00)	\$0.00	(\$29,524.00)	1.59%
005314 - SALE OF EQUIPMENT	(\$45,000.00)	(\$4,650.00)	(\$41,928.40)	\$0.00	(\$3,071.60)	93.17%
005900 - UPWARD ADJ BEG FUND BAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10 - GENERAL FUND Total: (\$138,038,510.00) (\$14,593,751.96) (\$19,729,567.30) \$12.25 (\$118,308,954.95) 14.29%						
21 - STUDENT ACTIVITY FUND						
001510 - INTEREST	(\$26,000.00)	(\$58.02)	(\$231.93)	\$0.00	(\$25,768.07)	0.89%
001710 - ADMISSIONS	\$0.00	(\$21,759.10)	(\$33,981.15)	\$0.00	\$33,981.15	0.00%
001711 - TICKET BOOKLETS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
001740 - STUDENT FEES REVENUE	(\$275,000.00)	(\$2,810.99)	(\$55,291.73)	\$0.00	(\$219,708.27)	20.11%

Dubuque Community School District

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FUND / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Used
001791 - STUDENT ACTIVITY FUND RAISERS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
001920 - DONATIONS/CONTRIBUTIONS	\$0.00	(\$1,000.00)	(\$1,000.00)	\$0.00	\$1,000.00	0.00%
001999 - MISCELLANEOUS REVENUE	(\$1,275,000.00)	(\$45,490.96)	(\$158,943.69)	\$0.00	(\$1,116,056.31)	12.47%
005210 - FUND 10 TRANSFERS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
005261 - INTERFUND TRANS FUND 61	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
21 - STUDENT ACTIVITY FUND Total:	(\$1,576,000.00)	(\$71,119.07)	(\$249,448.50)	\$0.00	(\$1,326,551.50)	15.83%
22 - MANAGEMENT LEVY						
001111 - PROPERTY TAX	(\$3,414,696.00)	(\$455,678.01)	(\$523,651.08)	\$0.00	(\$2,891,044.92)	15.34%
001113 - BUS PROP TAX CREDIT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
001171 - UTILITY REPLACEMENT TAX	(\$85,304.00)	\$0.00	\$0.00	\$0.00	(\$85,304.00)	0.00%
001191 - MOBILE HOME TAX	(\$7,000.00)	(\$2,174.60)	(\$2,788.77)	\$0.00	(\$4,211.23)	39.84%
001510 - INTEREST	(\$120,000.00)	(\$337.33)	(\$1,357.31)	\$0.00	(\$118,642.69)	1.13%
001989 - OTHER REFUND PR YR EXP	(\$10,000.00)	\$0.00	\$0.00	\$0.00	(\$10,000.00)	0.00%
001999 - MISCELLANEOUS REVENUE	(\$6,000.00)	(\$979.00)	(\$3,108.00)	\$0.00	(\$2,892.00)	51.80%
003801 - MILITARY CREDIT	(\$1,300.00)	\$0.00	\$0.00	\$0.00	(\$1,300.00)	0.00%
003803 - STATE COMM & IND REPLACEMENT	(\$127,323.00)	\$0.00	\$0.00	\$0.00	(\$127,323.00)	0.00%
005311 - COMP. FOR LOSS OF ASSETS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
22 - MANAGEMENT LEVY Total:	(\$3,771,623.00)	(\$459,168.94)	(\$530,905.16)	\$0.00	(\$3,240,717.84)	14.08%
33 - LOCAL OPTION SALES TAX						
001510 - INTEREST	(\$75,000.00)	(\$575.69)	(\$2,244.75)	\$0.00	(\$72,755.25)	2.99%
001920 - DONATIONS/CONTRIBUTIONS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
001989 - OTHER REFUND PR YR EXP	\$0.00	(\$44,640.00)	(\$44,640.00)	\$0.00	\$44,640.00	0.00%
001999 - MISCELLANEOUS REVENUE	(\$10,000.00)	\$0.00	\$0.00	\$0.00	(\$10,000.00)	0.00%
003361 - SAVE	(\$11,119,997.00)	(\$872,627.61)	(\$2,655,636.69)	\$0.00	(\$8,464,360.31)	23.88%
005113 - REVENUE BONDS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
005120 - PREMIUM ON ISSUANCE-BONDS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
005240 - FUND 40 TRANSFERS	\$0.00	\$0.00	(\$2,101,834.81)	\$0.00	\$2,101,834.81	0.00%
33 - LOCAL OPTION SALES TAX Total:	(\$11,204,997.00)	(\$917,843.30)	(\$4,804,356.25)	\$0.00	(\$6,400,640.75)	42.88%
36 - PHYSICAL PLANT/EQUIP LEVY						
001111 - PROPERTY TAX	(\$4,175,454.00)	(\$540,508.26)	(\$625,460.08)	\$0.00	(\$3,549,993.92)	14.98%
001113 - BUS PROP TAX CREDIT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
001171 - UTILITY REPLACEMENT TAX	(\$93,100.00)	\$0.00	\$0.00	\$0.00	(\$93,100.00)	0.00%
001191 - MOBILE HOME TAX	(\$15,000.00)	(\$2,373.22)	(\$3,041.08)	\$0.00	(\$11,958.92)	20.27%
001510 - INTEREST	(\$75,000.00)	(\$307.46)	(\$1,244.01)	\$0.00	(\$73,755.99)	1.66%
001920 - DONATIONS/CONTRIBUTIONS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

Dubuque Community School District

General Ledger - MONTHLY REVENUE RECAP

Fiscal Year: 2020-2021 From Date: 9/1/2020 To Date: 9/30/2020

Account Mask: ??????????????????????

Account Type: REVENUE

☒ Print accounts with zero balance

☐ Include Inactive Accounts

☐ Include PreEncumbrance

FUND / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Used
001989 - OTHER REFUND PR YR EXP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
001999 - MISCELLANEOUS REVENUE	\$0.00	(\$11,904.13)	(\$11,904.13)	\$0.00	\$11,904.13	0.00%
003801 - MILITARY CREDIT	(\$1,400.00)	\$0.00	\$0.00	\$0.00	(\$1,400.00)	0.00%
003803 - STATE COMM & IND REPLACEMENT	(\$141,970.00)	\$0.00	\$0.00	\$0.00	(\$141,970.00)	0.00%
004662 - IA DEM CONSTRUCTION GRANT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
005311 - COMP. FOR LOSS OF ASSETS	\$0.00	(\$1,890.08)	(\$1,890.08)	\$0.00	\$1,890.08	0.00%
005313 - SALE OF REAL PROPERTY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36 - PHYSICAL PLANT/EQUIP LEVY Total:	(\$4,501,924.00)	(\$556,983.15)	(\$643,539.38)	\$0.00	(\$3,858,384.62)	14.29%
40 - DEBT SERVICE FUND						
001510 - INTEREST	(\$20,000.00)	(\$110.12)	(\$10,411.03)	\$0.00	(\$9,588.97)	52.06%
005112 - REFUNDING BONDS	(\$23,995,000.00)	\$0.00	(\$24,085,000.00)	\$0.00	\$90,000.00	100.38%
005120 - PREMIUM ON ISSUANCE-BONDS	\$0.00	\$0.00	(\$3,647,805.90)	\$0.00	\$3,647,805.90	0.00%
005130 - ACCRUED INTEREST	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
005233 - INTERFUND TRANSFER	(\$6,713,005.00)	(\$640,810.91)	(\$1,537,401.18)	\$0.00	(\$5,175,603.82)	22.90%
40 - DEBT SERVICE FUND Total:	(\$30,728,005.00)	(\$640,921.03)	(\$29,280,618.11)	\$0.00	(\$1,447,386.89)	95.29%
61 - SCHOOL NUTRITION FUND						
001510 - INTEREST	(\$40,000.00)	(\$107.68)	(\$528.86)	\$0.00	(\$39,471.14)	1.32%
001611 - STUDENT LUNCH SALES	(\$1,500,000.00)	(\$41,430.70)	(\$56,710.95)	\$0.00	(\$1,443,289.05)	3.78%
001612 - STUDENT BREAKFAST SALES	(\$25,000.00)	(\$362.90)	(\$515.45)	\$0.00	(\$24,484.55)	2.06%
001613 - STUDENT MILK SALES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
001614 - DAILY SALES - AFTER SCHOOL PROGRAM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
001621 - ALA CARTE SALES	(\$650,000.00)	(\$26,441.35)	(\$30,878.15)	\$0.00	(\$619,121.85)	4.75%
001622 - ADULT LUNCH SALES	(\$25,000.00)	(\$3,453.45)	(\$3,927.00)	\$0.00	(\$21,073.00)	15.71%
001623 - ADULT BREAKFAST SALES	\$0.00	(\$102.00)	(\$112.00)	\$0.00	\$112.00	0.00%
001626 - SECOND STUDENT LUNCH SALES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
001629 - CREDIT CARD	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
001631 - SPEC FUNC/STUDENTS & STAF	\$0.00	(\$646.51)	(\$646.51)	\$0.00	\$646.51	0.00%
001651 - SUMMER LUNCH PROGRAM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
001652 - SUMMER BREAKFAST PROGRAM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
001653 - SUMMER MILK PROGRAM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
001655 - SUMMER ALA CARTE SALES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
001656 - ADULT SUMMER LUNCH SALES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
001657 - SUMMER ADULT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
001658 - ADULT SUMMER MILK SALES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
001920 - DONATIONS/CONTRIBUTIONS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

Dubuque Community School District

General Ledger - MONTHLY REVENUE RECAP

Fiscal Year: 2020-2021 From Date: 9/1/2020 To Date: 9/30/2020

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FUND / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Used
001922 - DONATIONS FOR NEGATIVE NUTRITION ACCOUNTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
001925 - LOCAL GRANT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
001930 - GAINS ON THE SALE OF CAPITAL ASSETS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
001989 - OTHER REFUND PR YR EXP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
001998 - FOOD REBATES	(\$7,500.00)	\$0.00	(\$2,088.25)	\$0.00	(\$5,411.75)	27.84%
001999 - MISCELLANEOUS REVENUE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
003251 - STATE AID LUNCH REIMB	(\$30,000.00)	\$0.00	\$0.00	\$0.00	(\$30,000.00)	0.00%
003252 - STATE AID BREAKFAST REIMB	(\$10,000.00)	\$0.00	\$0.00	\$0.00	(\$10,000.00)	0.00%
004011 - SCHOOL LUNCH EQUIPMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
004056 - USDA CHILD NUTRITION PROGRAM CARES	\$0.00	(\$36,691.08)	(\$269,115.78)	\$0.00	\$269,115.78	0.00%
004552 - FEDERAL AID BREAKFAST REIM	(\$570,000.00)	\$0.00	\$0.00	\$0.00	(\$570,000.00)	0.00%
004553 - FEDERAL AID LUNCH REIMB	(\$3,000,000.00)	\$0.00	\$0.00	\$0.00	(\$3,000,000.00)	0.00%
004556 - SUMMER FOOD SERVICE PROGRAM FOR CHILDREN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
004557 - FRUIT/VEGETABLE PROGRAM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
004558 - TEAM NUTRITION GRANT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
004672 - USDA FD PROD SAFETY RECAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
004951 - COMMODITIES PROGRAM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
005210 - FUND 10 TRANSFERS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
005221 - FUND 21 TRANSFER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
005900 - UPWARD ADJ BEG FUND BAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
61 - SCHOOL NUTRITION FUND Total:	(\$5,857,500.00)	(\$109,235.67)	(\$364,522.95)	\$0.00	(\$5,492,977.05)	6.22%
76 - CLEARING FUND						
001999 - MISCELLANEOUS REVENUE	\$0.00	(\$251,767.17)	(\$776,259.60)	\$0.11	\$776,259.49	0.00%
76 - CLEARING FUND Total:	\$0.00	(\$251,767.17)	(\$776,259.60)	\$0.11	\$776,259.49	0.00%
81 - EXPENDABLE TRUST FUND						
001510 - INTEREST	\$0.00	(\$9.55)	(\$37.00)	\$0.00	\$37.00	0.00%
001999 - MISCELLANEOUS REVENUE	\$0.00	(\$1,545.00)	(\$2,545.00)	\$0.00	\$2,545.00	0.00%
005221 - FUND 21 TRANSFER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
81 - EXPENDABLE TRUST FUND Total:	\$0.00	(\$1,554.55)	(\$2,582.00)	\$0.00	\$2,582.00	0.00%
91 - AGENCY/HOSPITALITY FUND						
001510 - INTEREST	\$0.00	(\$2.85)	(\$10.45)	\$0.00	\$10.45	0.00%
001999 - MISCELLANEOUS REVENUE	\$0.00	(\$3,205.48)	(\$6,139.03)	\$0.00	\$6,139.03	0.00%
91 - AGENCY/HOSPITALITY FUND Total:	\$0.00	(\$3,208.33)	(\$6,149.48)	\$0.00	\$6,149.48	0.00%

Dubuque Community School District

General Ledger - MONTHLY REVENUE RECAP

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FUND / OBJECT

Budget

Range To Date

Year To Date

Encumbrance

Budget Balance

Percent Used

Grand Total:	(\$195,678,559.00)	(\$17,605,553.17)	(\$56,387,948.73)	\$12.36	(\$139,290,622.63)	28.82%
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End of Report

Educational Programs

Recommendation:

✓ I move that the Board of Education approve the Emergency Operations Plan

New Business

Recommendations:

✓ I move that the Board of Education approve Brain Health Awareness Month Proclamation

✓ I move that the Board of Education approve Indigenous Peoples Day Proclamation



Dubuque
COMMUNITY SCHOOLS

Proclamation

WHEREAS brain health is critical to everyone's well-being; and

WHEREAS the brain is an organ susceptible to disease and disorder with a biological and neurological basis that often can be successfully treated; and

WHEREAS awareness and education is pivotal to end the stigma around mental illness; and

WHEREAS brain health issues are now increasingly prevalent during the pandemic;

WHEREAS with effective education, coordinated services, and treatment, those individuals with brain health issues and those that provide services in this area can work together for recovery in a stigma-free environment.

NOW THEREFORE, I, Tami Ryan, on behalf of the Dubuque Community School District Board of Education, do hereby proclaim October 2020, as:

BRAIN HEALTH AWARENESS MONTH

Signed this 12th Day of October, 2020.

Tamara L. Ryan, *President*
BOARD OF EDUCATION

ATTEST:

Joni Lucas, *Secretary*
BOARD OF EDUCATION

Proclamation

WHEREAS the Dubuque Community School District is proud to be a diverse and culturally rich school district, recognizing that the varied heritage of our students and staff create a vibrant environment in which to learn and live; and

WHEREAS a growing number of cities and school districts in the United States have recognized Indigenous Peoples Day as an opportunity to celebrate Indigenous heritage and resiliency; and

WHEREAS the Dubuque Community School District recognizes that the Indigenous Peoples of this hemisphere have lived on these lands since time immemorial, and that Dubuque itself was built upon the homelands of the Meskwaki, Ho Chunk, Potawatami, and other Indigenous Peoples of this region; and

WHEREAS the Dubuque Community School District acknowledges and honors the historic, cultural, and contemporary significance of the Indigenous Peoples of the lands that also became known as the Americas; and

WHEREAS the Dubuque Community School District seeks to bring greater understanding regarding Indigenous cultures and the enormous contributions they have made and continue to make.

NOW THEREFORE, I, Tami Ryan, on behalf of the Dubuque Community School District Board of Education, do hereby proclaim October 12, 2020, as:

INDIGENOUS PEOPLES DAY

Signed this 12th Day of October, 2020.

Tamara L. Ryan, *President*
BOARD OF EDUCATION

ATTEST:

Joni Lucas, *Secretary*
BOARD OF EDUCATION