

DUBUQUE COMMUNITY SCHOOL DISTRICT  
BOARD OF EDUCATION  
2300 Chaney Road

The Board of Directors provided a hybrid option for the members of the Board to participate in the meeting.

REGULAR MEETING April 14, 2025 5:30 p.m.
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- I. Call to Order & Roll Call
- II. Pledge of Allegiance – Jefferson Middle School 6<sup>th</sup> Grade
- III. Approve the Agenda (p. 1-3)
- IV. Approve the Minutes of Previous Board Meetings (p. 4)
  - A. Regular Meeting – March 10, 2025 (p. 5-6)
  - B. Special Meeting – Closed Session – March 19, 2025 (p. 7)
  - C. Special Meeting – Public Hearing for Projects – April 7, 2025 (p. 8)
  - D. Special Meeting – Public Hearing for Budget – April 7, 2025 (p. 9)
  - E. Special Meeting – Closed Session – April 7, 2025 (p. 10)
- V. Board Salutes
- VI. Public Hearing on Proposed Budget Estimate for Fiscal 2025-2026 (p. 11)
  - A. Overview of Budget Estimate (p. 12-28)
  - B. Receive and File Proof of Publication and Authorize Payment of Publication Costs
  - C. Public Comment
  - D. Adopt Budget Estimate for Fiscal 2025-2026
- VII. Visitors and Open Forum (p. 29)
  - A. Greg Lehman, Principal, Jefferson Middle School–What’s Going Well
- VIII. Consent Agenda (p. 30)
  - A. Treasurer’s Report (p. 31)
  - B. Listing of Accounts Payable (p. 32-44)
  - C. Facilities/Support Services Committee
    - 1. Minutes of April 7, 2025 (p. 45-47)
    - 2. Personnel Report (p. 48-54)
    - 3. Professional Service/Purchase Contracts (p. 55-62)
    - 4. Special Education Students (p. 63)
    - 5. PMIC/General Education Students
  - D. Educational Programs/Policy Committee
    - 1. Minutes of April 9, 2025 (p. 64-65)
    - 2. #1002 – Multicultural/Nonsexist (p. 66)
    - 3. #1003 – Cultural Proficiency Philosophy (p. 67)
    - 4. #1005 – Anti-discrimination (p. 68-72)
    - 5. #1006 – Discrimination and Harassment Based on Sex Prohibited (p. 73-86)
    - 6. #2209 – Strategic Plan/Long-range Needs Assessment (p. 87)
    - 7. #3501 – Chief Executive Officer (p. 88)
    - 8. #3502 – Superintendent Qualifications, Recruitment, Appointment (NEW) (p. 89)
    - 9. #4100 – Recruitment and Selection (p. 90-91)

- 10. #5503 – Reporting Child/Dependent Adult Abuse and Neglect (p. 92-93)
- 11. #6103 – Multicultural/Gender Fair Education (NEW) (p. 94)
- E. Activity Council
  - 1. Minutes of March 19, 2025 (p. 95-96)
- F. District/School Improvement Leadership Team
- IX. Facilities/Support Services Committee Report – D. Hamel (p. 97-109)
  - A. Approve the Executed Construction Contract, Bonds and Certificate of Insurance with Tricon General Construction for the Eisenhower Elementary School Addition and Remodel Project
  - B. Tentatively approve the plans, specifications, form of contract and estimate of total cost for the Eisenhower Elementary School Roof Replacement Project and set the date, time, and location of the public hearing
  - C. Approve the Executed Construction Contract, Bonds and Certificate of Insurance with Conlon Construction for the Irving Elementary School Mechanical Upgrades Project
  - D. Approve Quarterly Budget Report
- X. Educational Programs/Policy Committee Report – K. Jones
- XI. New Business (p. 110)
  - A. Approve Week of the Young Child Proclamation (p. 111)
  - B. Appoint District Representative to the County Conference Board
  - C. Consider Further Disciplinary Action (p. 112-113)
- XII. Board Member or Administrative Issues (non-agenda items)
- XIII. Closed Session (p. 114)
  - A. Iowa Code, Section 21.5(1)(c)-Consultation with Legal Counsel
- XIV. Return to Open Session
- XV. 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 of March 10th, the special meeting of March 19<sup>th</sup>, and the two special meetings of April 7th, 2025, as submitted.

DUBUQUE COMMUNITY SCHOOL DISTRICT  
Regular Meeting  
March 10, 2025

President Parks called the meeting to order at 5:30 p.m. at the Forum with the following members present: Bradley, Hamel, Jacobitz-Kizzier, Parks, Sainci, and Wittman. Absent: Jones. Additional officers of the Board present: Demmer, Mauss, Hawkins.

The Pledge of Allegiance was recited and was led by Irving Elementary students.

Moved (Wittman) and seconded (Sainci) to approve the agenda as submitted. Motion carried 6-0.

Moved (Jacobitz-Kizzier) and seconded (Sainci) to approve the minutes of the regular meeting of February 10th, special meeting of February 24th, and special meeting of March 3rd, 2025, as submitted. Motion carried 6-0.

Board Salutes

- Hempstead High School Boys Wrestling Team
- Esports Team first state tournament
- Hempstead High School Boys Swimming Team and individual state champions
- State Alternative Education Conference held at Alta Vista Campus
- Dr. Joel Morris former Superintendent that passed away

Moved (Wittman) and seconded (Bradley) to suspend the rules of order and go into open forum. Motion carried 6-0.

- Renee Wagner, Principal at Irving Elementary, presented to the board about what is going well at Irving Elementary School.

Moved (Wittman) and seconded (Jacobitz-Kizzier) to reinstate the rules of order and return to regular session. Motion carried 6-0.

Moved (Bradley) and seconded (Sainci) to approve those items listed in the consent agenda. Motion carried 6-0.

Facilities and Support Services update was given by Dirk Hamel.

Moved (Hamel) and seconded (Jacobitz-Kizzier) to approve Change Order #17 to Tricon Construction Group on the Senior High School Phase II Project in the increased amount of \$4,673.96. Motion carried 6-0.

Moved (Hamel) and seconded (Jacobitz-Kizzier) to approve the Amendment to the Professional Services Agreement with Origin Design Co. for the Eisenhower Elementary School Gymnasium Addition in the increased amount of \$10,940.00. Motion carried 6-0.

Moved (Hamel) and seconded (Jacobitz-Kizzier) to approve the agreement with Origin Design Co. for professional services for the Eisenhower Elementary School Roof Replacement Project in the amount of \$16,800.00. Motion carried 6-0.

Moved (Hamel) and seconded (Bradley) to approve the executed construction contract, bonds and certificate of insurance with Matt Construction Inc. for the Marshall Elementary School Playground Replacement Project in the amount of \$393,000.00. Motion carried 6-0.

Moved (Hamel) and seconded (Jacobitz-Kizzier) to approve the Amendment to the Professional Services Agreement with Origin Design Co. for the Marshall Elementary School Playground Site Improvements in the increased amount of \$9,800.00. Motion carried 6-0.

Moved (Hamel) and seconded (Jacobitz-Kizzier) to approve a donated vehicle, that is no longer of use to the district, be sold for scrap. Motion carried 6-0.

Moved (Hamel) and seconded (Jacobitz-Kizzier) to approve the student fee schedule for the 2025-2026 school year. Motion carried 6-0.

Moved (Hamel) and seconded (Jacobitz-Kizzier) to approve the facility rental fee schedule for the 2025-2026 school year. Motion carried 6-0.

Educational Programs/Policy Committee report was given by Nancy Bradley.

Moved (Wittman) and seconded (Sainci) to take no further disciplinary action related to student #1624010777 at this time. Motion carried 6-0.

Superintendent Amy Hawkins encouraged parents to take time to attend parent teacher conferences.

President Parks declared the meeting adjourned at 6:03 p.m.

Carolyn Mauss, Secretary  
Board of Education

DUBUQUE COMMUNITY SCHOOL DISTRICT  
Special Meeting  
March 19, 2025

President Parks called the meeting to order at 4:31 p.m. at the Forum with the following members present: Bradley, Parks, Hamel, Sainci, Wittman and Jones.

Moved (Bradley) and seconded (Jones) to approve the agenda as presented. Motion carried 6-0.

Moved (Jones) and seconded (Bradley) to enter closed session pursuant to Iowa Code 21.5(1)(c) to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation. Upon roll call vote, motion carried 6-0. [Time-4:33 p.m.].

Moved (Wittman) seconded (Jones) to move to reinstate the rules of order and return to regular session. Upon roll call vote, motion carried 6-0. [Time-5:21 p.m.]

President Parks declared the meeting adjourned at 5:22 p.m.

Carolyn Mauss,  
Secretary Board of Education

DUBUQUE COMMUNITY SCHOOL DISTRICT  
Special Meeting Minutes  
April 7, 2025

President Parks called the meeting to order at 4:52 p.m. at the Forum with the following members present at roll call: Bradley, Parks, Hamel, Jacobitz-Kizzier, Sainci and Wittman. Additional officers of the Board present: Hawkins, Demmer, and Mauss.

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

**Irving Elementary Mechanical Project**

Moved (Jacobitz-Kizzier) and seconded (Jones) to receive and file proof of publication of Notice of Public Hearing on the Irving Elementary Mechanical Project and authorize payment of the legal notice publication costs to the *Telegraph Herald*. Motion carried 7-0.

No public comment was received. Moved (Wittman) and seconded (Jacobitz-Kizzier) to approve the authorizing resolution as submitted adopting the plans, specifications, form of contract and estimated total cost of the Irving Elementary Mechanical Project. Motion carried 7-0.

Rob Powers reviewed the bids from March 11<sup>th</sup> bid opening.

Moved (Wittman) and seconded (Jacobitz-Kizzier) to approve and award the construction bid for the Irving Elementary Mechanical Project, as recommended and further outlined in the authorizing resolution, to Conlon Construction in the amount of \$6,080,000. Motion carried 7-0.

**Eisenhower Elementary Addition and Remodel Project**

Moved (Wittman) and seconded (Jacobitz-Kizzier) to receive and file proof of publication of Notice of Public Hearing on the Eisenhower Elementary Addition and Remodel Project and authorize payment of the legal notice publication costs to the *Telegraph Herald*. Motion carried 7-0.

No public comment was received. Moved (Bradley) and seconded (Jacobitz-Kizzier) to approve the authorizing resolution as submitted adopting the plans, specifications, form of contract and estimated total cost of the Eisenhower Elementary Addition and Remodel Project. Motion carried 7-0.

Rob Powers reviewed the bids from March 25<sup>th</sup> bid opening.

Moved (Wittman) and seconded (Jacobitz-Kizzier) to approve and award the construction bid for the Eisenhower Elementary Addition and Remodel Project, as recommended and further outlined in the authorizing resolution, to Tricon General Construction in the amount of \$8,017,000. Motion carried 7-0.

There were no other items.

President Parks adjourned the meeting at 5:06 p.m.

Carolyn Mauss  
Secretary, Board of Education



DUBUQUE COMMUNITY SCHOOL DISTRICT  
Special Board Meeting  
April 7, 2025

President Parks called the meeting to order at 5:08 p.m. at the Forum with the following members present: Bradley, Jacobitz-Kizzier, Hamel, Parks, and Wittman. Additional officers of the Board present: Demmer, Mauss and Hawkins.

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

President Parks gave an opening statement for public comment on the Proposed Property Tax for Fiscal 2025-2026.

Two comments were received by the Board.

President Parks declared the meeting adjourned at 5:15 p.m.

Carolyn Mauss, Secretary  
Board of Education

DUBUQUE COMMUNITY SCHOOL DISTRICT  
Special Board Meeting  
April 7, 2025

Vice President Wittman called the meeting to order at 5:22 p.m. at the Forum with the following members present: Bradley, Jacobitz-Kizzier, Jones, Hamel, Katie, Kate and Wittman. Additional officers of the Board present: Mauss, Hawkins. [Time 5:20]

Moved (Jones) and seconded (Jacobitz-Kizzier) agenda. motion carried 7-0.

Moved (Jacobitz-Kizzier) and seconded (Jones) to enter closed session as permitted by Iowa Code 21.5(1)(i) to evaluate the professional competency of an individual whose appointment, hiring, performance or discharge is being considered, when necessary, to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session. Upon roll call vote, motion carried 7-0.  
[Time-5:23 p.m.]

Moved (Wittman) seconded (Sainci) to move to reinstate the rules of order and return to regular session. Upon roll call vote, motion carried 7-0. [Time-6:18 p.m.]

There were no other items.

President Parks adjourned the meeting at 6:18 p.m.

Carolyn Mauss, Secretary  
Board of Education

Public Hearing on Budget Estimate for Fiscal 2025-2026

**Recommendations:**

**Ms. Demmer will review the Certified Budget Proposal**

✓ I move that the Board of Education receive and file proof of publication of Notice of Public Hearing on the Budget Estimate and authorize payment of the legal notice publication costs to the *Telegraph Herald*

Public Comments

✓ I move that the Board of Education adopt the Budget Estimate for Fiscal 2025-2026 as published

**NOTICE OF PUBLIC HEARING**  
**Proposed DUBUQUE School Budget Summary**  
**Fiscal Year 2025 - 2026**

Location of Public Hearing: Board Room - Forum - 2300 Chaney Road, Dubuque IA 52001			Date of Hearing: 04/14/2025	Time of Hearing: 05:30 PM	
The Board of Directors will conduct a public hearing on the proposed 25/26 school budget at the above noted location and time. At the hearing, any resident or taxpayer may present objections to, or arguments in favor of, any part of the proposed budget. This notice represents a summary of the supporting detail of the revenues and expenditures on file with the district secretary. A copy of the details will be furnished upon request.					
		Budget 2026	Re-est. 2025	Actual 2024	Avg % 24-26
Taxes Levied on Property	1	57,513,387	55,262,128	57,668,029	% -0.1
Utility Replacement Excise Tax	2	1,094,818	1,103,390	1,236,924	% -5.9
Income Surtaxes	3	0	0	0	
Tuition\Transportation Received	4	1,232,582	1,030,709	1,644,734	
Earnings on Investments	5	2,441,000	3,343,690	4,365,581	
Nutrition Program Sales	6	2,205,000	2,100,000	2,057,210	
Student Activities and Sales	7	1,110,000	1,080,000	1,083,642	
Other Revenues from Local Sources	8	3,093,500	3,496,585	3,122,745	
Revenue from Intermediary Sources	9	0	0	0	
State Foundation Aid	10	86,493,545	84,087,127	80,800,492	
Instructional Support State Aid	11	283,164	0	0	
Other State Sources	12	14,761,660	15,059,420	14,068,736	
Two Tier Assessment Limitation Replacement	13	1,019,634	1,019,634	1,088,301	
Title I Grants	14	2,178,918	2,262,623	2,534,824	
IDEA and Other Federal Sources	15	7,724,800	7,558,323	9,038,627	
Total Revenues	16	181,152,008	177,403,629	178,709,845	
General Long-Term Debt Proceeds	17	0	14,995,000	0	
Transfers In	18	8,187,282	8,644,506	8,540,443	
Proceeds of Fixed Asset Dispositions	19	55,000	75,161	120,904	
Special Items/Upward Adjustments	20	0	0	0	
Total Revenues & Other Sources	21	189,394,290	201,118,296	187,371,192	
Beginning Fund Balance	22	94,121,580	82,549,111	85,733,977	
<b>Total Resources</b>	23	283,515,870	283,667,407	273,105,169	
<b>*Instruction</b>	24	98,301,003	97,466,764	95,887,347	% 1.3
Student Support Services	25	11,297,298	11,107,778	8,784,635	
Instructional Staff Support Services	26	4,241,328	4,191,251	5,969,337	
General Administration	27	1,579,385	1,611,699	1,568,660	
School Administration	28	8,535,735	8,344,001	8,105,709	
Business & Central Administration	29	6,572,372	7,351,038	7,345,535	
Plant Operation and Maintenance	30	15,553,267	14,654,550	14,079,859	
Student Transportation	31	5,262,423	6,652,116	5,797,517	
<b>*Total Support Services (lines 25-31)</b>	31A	53,041,808	53,912,433	51,651,252	% 1.3
<b>*Noninstructional Programs</b>	32	7,137,600	6,948,733	6,017,883	% 8.9
Facilities Acquisition and Construction	33	12,995,000	9,974,844	15,409,538	
Debt Service (Principal, interest, fiscal charges)	34	8,093,819	8,522,052	7,524,771	
AEA Support - Direct to AEA	35	4,134,189	4,616,416	5,524,824	
<b>*Total Other Expenditures (lines 33-35)</b>	35A	25,223,008	23,113,312	28,459,133	% -5.9
Total Expenditures	36	183,703,419	181,441,242	182,015,615	
Transfers Out	37	8,187,282	8,104,585	8,540,443	
Other Uses	38	0	0	0	
Total Expenditures, Transfers Out & Other Uses	39	191,890,701	189,545,827	190,556,058	
Ending Fund Balance	40	91,625,169	94,121,580	82,549,111	
<b>Total Requirements</b>	41	283,515,870	283,667,407	273,105,169	
<b>Proposed Property Tax Rate (per \$1,000 taxable valuation)</b>		13.04503			

# CERTIFIED **FISCAL YEAR 2025-26** BUDGET PROPOSAL

PRESENTED FOR APPROVAL TO THE BOARD OF EDUCATION APRIL 14, 2025



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A MESSAGE FROM THE SUPERINTENDENT

On behalf of the Dubuque Community School District, I am pleased to provide you with the district’s 2025-2026 Certified Budget Proposal - a transparent and accountable overview of how district funds are utilized and maximized to support student success.

Our goal across the district is to be **READY. FOR YOU.**

We are proudly ready to serve each and every student who comes to us, regardless of background or barrier. We proudly strive for excellence in our educational and extracurricular programming – providing the area’s most robust selection of opportunities for our students to engage, learn and grow in and out of the classroom.

The district has a long history of being good stewards of the tax dollars entrusted to us and it is a responsibility we take incredibly seriously. We are committed to allocating our resources in ways that have the greatest positive impact on student, and we continue to work diligently to maintain a strong financial position. That being said, low state aid and rising operational costs continue forcing us to make difficult decisions to ensure this financial stability.

As we plan our finances moving forward, in the pages that follow, you can learn about school financing, the Iowa Code that governs it, and the current financial position of the Dubuque Community Schools.

It is important to note that this year’s budget proposal has been developed using estimates as the state legislature did not officially set school funding amounts at the time of this document’s production.

To maintain our strong financial position, we operate by working within our current budget realities while always focusing on our long-term financial stability. This work includes looking thoughtfully and strategically at ways to make district operations increasingly more efficient.

Guided by our new five-year strategic plan, which you can find at [www.dbqschools.org/strategicplan](http://www.dbqschools.org/strategicplan), our work continues to include exploration of facility efficiencies that ensure both high-quality facilities while easing budget pressures on our general fund operating dollars.

We are proud of the district’s long-term financial management and we remain strong because of it. We want you to know that we are always working to take steps that both enhance the learning experience for students while maintaining the financial health to do so for the long term.

Thank you for your support as we strive to provide students and families of Dubuque Community School District with a first-rate educational experience that will prepare them for a future filled with success.

Sincerely,

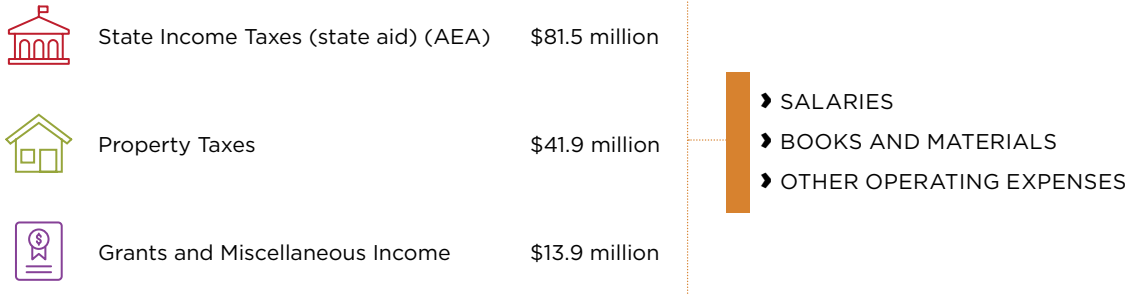


Amy Hawkins  
Superintendent of Schools

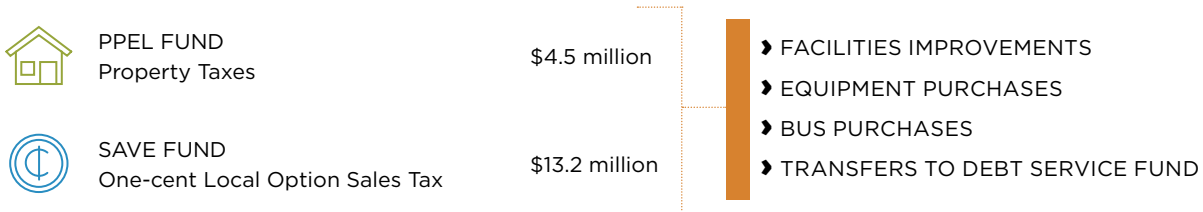
# SCHOOL FUNDING 101:

## the basics on where the money comes from and where it goes

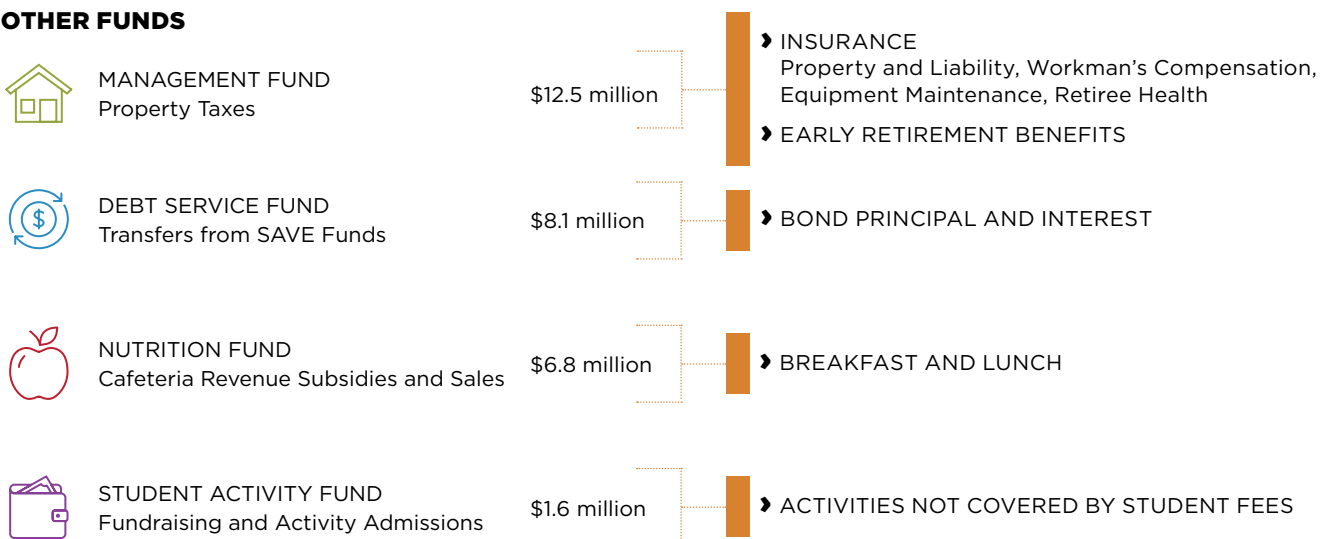
### GENERAL FUND TOTAL REVENUE: \$137.4 MILLION



### CAPITAL PROJECTS TOTAL: \$17.7 MILLION



### OTHER FUNDS



AMOUNTS ARE FISCAL YEAR 2023-24 RESULTS



Navigating the labyrinth of public school funding is complicated. The budget is a maze of funding sources that, for the Dubuque Community School District (the “District”), total \$187 million for the current 2024-25 fiscal year.

The previous graph and the following questions and answers outline the routes that funds take coming from multiple sources, going to classrooms, playing fields, cafeterias, and libraries.

Although the dollar amounts differ between school districts, the funding concepts described here are generally the same for all school districts in Iowa.

#### Where does funding come from?

Like most states, Iowa pays for schools through a mix of state aid, local property taxes, and state sales taxes. Less than 6.5 percent comes from federal funding. The District has multiple funds (shown on the previous page), most of which are funded with the above sources.

In Iowa, **General Fund** revenue are mainly split between state aid and property taxes. The split of the funding varies from district to district and is determined by a statewide foundation formula.

#### How much funding does a district receive?

Most **General Fund** revenue for Iowa schools is based on the number of students enrolled on October 1. That figure is used in the calculation of the next fiscal year’s budget. For example, the 9,863 students counted on October 1, 2024, will determine funding for the 2025-26 school year general fund budget.

The funding formula uses certified enrollment multiplied by a **District Cost Per Pupil (DCPP)**. The **District Cost Per Pupil** is determined annually by the state legislature and approved by the governor. The annual increase is called **State Supplemental Aid (SSA)**. For 2025-26, **State Supplemental Aid** is estimated at 2.00 percent\* which creates a **District Cost Per Pupil** of \$7,983.

Additional funding for the **General Fund** is generated by additional student weighting for students who qualify as special education students or English language learners.

Miscellaneous income, which includes grants and fees, also makes up part of this fund.

\* NOTE: This budget proposal is based on an assumption of Supplemental State Aid for FY 2025-2026 in the amount of 2.00 percent, as the amount of school aid was not yet finalized by the legislature at the time of production.



### How is District Cost Per Pupil (DCPP) calculated?

The increase in **District Cost Per Pupil** is called **Supplemental State Aid** and is a percentage based on the previous year. For FY 2024-25, **Supplemental State Aid** was 2.50 percent. For FY 2025-26, **Supplemental State Aid** is estimated at 2.00 percent.\* This calculation shows how **District Cost Per Pupil** is determined for the FY 2025-2026:

\$ 7,826	District Cost Per Pupil (DCPP) for FY 2024-25
+ \$ 157	State Supplemental Aid (SSA) of 2.00%* for FY 2025-26
<hr/>	
= \$ 7,983	<b>District Cost Per Pupil (DCPP) for FY 2025-2026</b>

When the percentage of **State Supplemental Aid** is lower than the Consumer Price Index (CPI), the District must look at reducing costs since the revenue has not kept up to the rate of inflation. Schools are people-intensive establishments, with salaries and benefits consuming approximately 85 percent of the District's **General Fund** expenses.

\* NOTE: This budget proposal is based on an assumption of Supplemental State Aid for FY 2025-2026 in the amount of 2.00 percent, as the amount of school aid was not yet finalized by the legislature at the time of production.

### How can school districts afford to build and remodel buildings when they're cutting teachers?

Iowa law requires school districts to maintain separate funds (restricted) for specific uses. Property insurance and early retirement benefits, for example, are paid from the **Management Fund**. These restricted funds have designated purposes and cannot be used for other types of expenses. Other examples of these restricted funds are the **Physical Plant and Equipment Levy Fund** and the **Secured an Advanced Vision for Education Fund**. The use of these funds is generally limited to facilities improvements, bond payments, and equipment purchases.

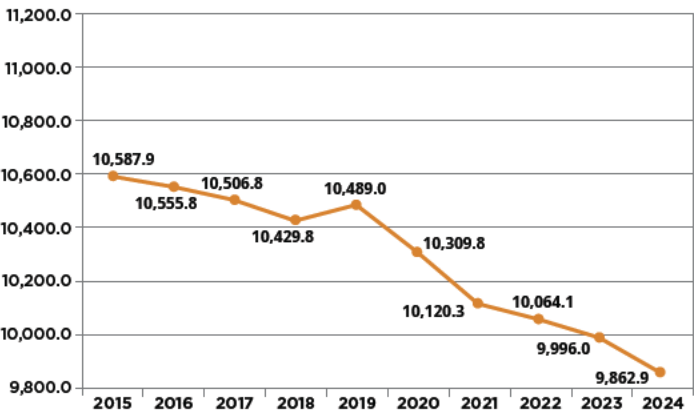
### Who is accountable for school district budget decisions?

Iowa school boards, made up of elected citizens, are accountable to their communities for making decisions about spending school funds, and educators (superintendents and other administrators) are accountable to school boards for managing these funds.

ENROLLMENT

The following chart shows Dubuque’s certified enrollment for the ten years ending October 2024.

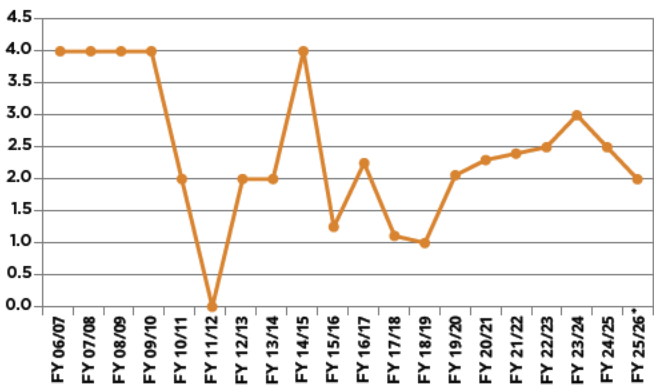
CERTIFIED ENROLLMENT



STATE SUPPLEMENTAL AID  
*(formerly known as allowable growth)*

The Iowa Legislature sets the *State Supplemental Aid* percentage. This percentage is applied to the prior year’s state cost per pupil. The cost per pupil is multiplied by certified enrollment to yield the district’s regular-program district cost.

STATE SUPPLEMENTAL AID HISTORY



\* Assumes 2.00% State Supplemental Aid

REVENUES

District *General Fund* revenues consist primarily of state foundation aid and property taxes. Both amounts result from application of the Iowa School Finance Formula to Dubuque’s specific enrollment and tax data. The application of the formula is shown in the *General Fund* levy table included in this document.

A third source of revenue is called Miscellaneous Income and includes all other sources of district revenue. The following table summarizes miscellaneous income for the years shown:

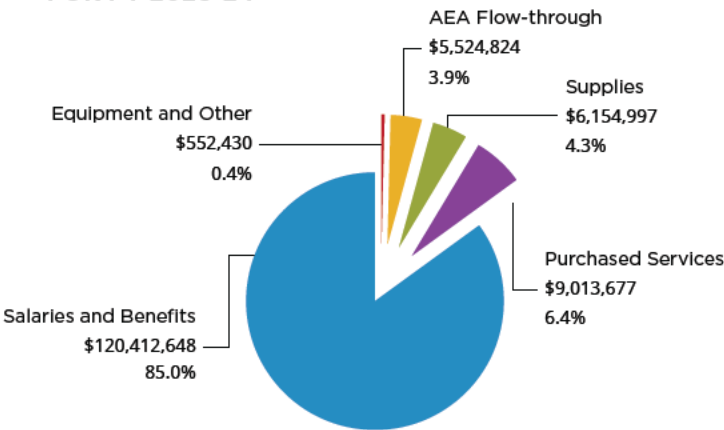
MISCELLANEOUS INCOME

	Actual FY 2023-24	Re-estimated FY 2024-25	Budget FY 2025-26
Federal Sources	\$ 7,805,693	\$ 6,211,571	\$ 6,113,918
State Sources	765,103	659,220	655,000
Local Sources	6,145,749	3,929,209	3,931,082
Totals	\$ 14,716,545	\$ 10,800,000	\$ 10,700,000

EXPENDITURES

Total district expenditures are reported annually to the Iowa Department of Education in a report called the Certified Annual Report (“CAR”). In addition, they are reported to the public in the comprehensive annual financial report. A summary of District expenditures is shown in the following chart:

GENERAL FUND EXPENDITURES  
FOR FY 2023-24



## AUTHORIZED BUDGET

The **Authorized Budget**, also called spending authority, is a calculation based on a state formula set in Iowa code. **Unspent authorized budget** (also called **unspent balance**) is the amount of accumulated unspent spending authority. This is a statutory concept that limits school district budgets. In general, a decline in year-end **unspent authorized budget** indicates a deteriorating financial position and an increase indicates an improving financial position. The State of Iowa monitors **unspent balance** by accumulating and reporting the following information. Certain FY 2024-25 and 2025-26 amounts shown are District estimates.

### ANNUAL AUTHORIZED BUDGET ("BUDGET") AND UNSPENT BALANCE

	Actual FY 2023-24	Re-estimated FY 2024-25	Budget FY 2025-26
Regular Weighting (certified enrollment)	10064,100	9996,000	9862,900
Supplemental Weighting	146,765	171,099	201,822
Special Education Weighting (additional)	1945,010	1923,480	1892,580
Total Weighted Enrollment	12,155,875	12,090,579	11,957,302
District Cost Per Pupil (set by State)	\$ 7,635	\$ 7,826	\$ 7,983
District Cost	\$ 92,810,029	\$ 94,620,871	\$ 95,455,142
State Categorical Funds	12,115,164	14,391,725	16,222,405
Enrollment Adjustment	(178)	(76)	(17,295)
Budget Guarantee	0	0	275,452
AEA Flow Through (net of prorata reduction)	5,524,824	5,571,449	6,170,717
Drop-out Prevention	3,730,259	3,815,973	3,859,353
Instructional Support	5,663,064	5,769,367	6,132,347
Preschool Foundation Aid	2,538,748	2,696,152	2,686,201
Miscellaneous Income	13,938,805	10,800,000	10,700,000
Budget Authority - <u>Before</u> SBRC Additions	\$ 136,320,715	\$ 137,665,461	\$ 141,484,322
SBRC - Special Education Deficit *	\$ 4,130,206	\$ 4,500,000	\$ 5,000,000
SBRC - ELL Deficit *	587,514	605,000	624,000
SBRC - Open Enrolled Out not on Previous Year's Count **	390,094	515,967	532,000
SBRC - ELL Beyond Five Years **	179,651	193,223	200,000
	\$ 5,287,465	\$ 5,814,190	\$ 6,356,000
Total Annual Budget Authority	\$ 141,608,180	\$ 143,479,651	\$ 147,840,322
Expenditures *	\$ 141,658,576	\$ 141,500,000	\$ 143,500,000
Increase <Decrease> Unspent Balance	(50,396)	1,979,651	4,340,322
Year-end Unspent Balance	\$ 14,988,048	\$ 16,967,699	\$ 21,308,021

\* FY 2024-25 and FY 2025-26 are estimated amounts

\*\* FY 2025-26 are estimated amounts and assumes 2.00% State Supplemental Aid

## TAX LEVY RECOMMENDATION

School district tax levies are intended to provide funds to support district education objectives and to achieve financial-condition goals. The District's levy has three components: the **General Fund** levy, the **Management Fund** levy and the **Physical Plant and Equipment Levy**.

The **General Fund** levy is the largest and most significant component of the total district levy. The following table shows how the total Budget Authority is financed.

### GENERAL FUND LEVY

FINANCING BUDGET AUTHORITY	FY 2023-24	FY 2024-25	FY 2025-26 *
State Aid	\$ 80,917,882	\$ 83,983,167	\$ 86,493,545
Property Taxes <b>Levied</b> (includes utility replacement)	41,055,504	42,116,295	43,345,101
Miscellaneous Income	13,938,805	10,800,000	10,700,000
C & I State Replacement Adjustment - Started FY 23-24	404,984	521,972	410,040
Utility Replacement Adjustment	7,492	(17,961)	56
Adjustments that will be made once SSA has been determined		0	283,164
Adjustment for Property Tax Appeal Assessment	(3,952)	0	0
Two-Tiered Assessment	0	261,988	252,416
General Fund Revenues (excluding cash reserve)	<u>\$ 136,320,715</u>	<u>\$ 137,665,461</u>	<u>\$ 141,484,322</u>
Taxable Valuation without TIF	\$ 3,979,675,395	\$ 4,217,961,036	\$ 4,383,035,339
General Fund Levy Rate (excluding cash reserve)	8.89330	8.61718	8.55478
General Fund before ISL	\$ 35,392,447	\$ 36,346,929	\$ 37,495,903
Taxable Valuation with TIF	\$ 4,507,740,909	\$ 4,932,216,092	\$ 5,045,961,158
ISL Levy Rate	1.25630	1.16973	1.15918
ISL	\$ 5,663,075	\$ 5,769,361	\$ 5,849,177
Combined General Fund Levy Rate	10.14960	9.78691	9.71396
Combined General Fund	\$ 41,055,522	\$ 42,116,291	\$ 43,345,080

\* Assumes 2.00% State Supplemental Aid

The **Management Fund** levy consists of amounts needed to fund insurance and early retirement programs, the components of which are shown in the following table:

**MANAGEMENT FUND LEVY**

	Actual FY 2023-24	Re-estimated FY 2024-25	Requested FY 2025-26
General and Liability Insurance	\$ 1,117,599	\$ 1,499,025	\$ 1,584,258
Transportation Equipment Insurance	154,314	168,229	168,229
Equipment Maintenance Insurance	1,536,096	1,594,185	1,753,604
Workers' Comp. Insurance & Unemployment	844,681	786,251	828,835
Early Retirement Programs	877,168	722,310	1,059,074
Total	<u>\$ 4,529,858</u>	<u>\$ 4,770,000</u>	<u>\$ 5,394,000</u>

The **PPEL** levy has two components. One part is set by school board action and the balance by public referendum. The **PPEL** levy can only be used for specific purposes – generally facilities improvements and equipment. It cannot be used for salaries.

The following table shows the current and prior years' levy rates and compares them with the recommendation for FY 2025-26:

**DISTRICT LEVY RATES  
PER \$1,000 OF TAXABLE VALUATION**

Levy Components	FY 2023-24	FY 2024-25	Recommended FY 2025-26 *
General Fund			
Combined District Cost	\$ 8.89330	\$ 8.61718	\$ 8.49193
Instructional Support	1.25630	1.16973	1.15918
Budget Guarantee	0.00000	0.00000	0.06285
Cash Reserve:			
Increased Enrollment	0.00000	0.00000	0.00000
Increased Enrollment/Open Enrolled Out	0.00000	0.00000	0.11772
LEP Beyond 5 Years	0.00000	0.00000	0.04408
Special Education Deficit	0.22066	0.72120	0.94232
LEP Deficit	0.00000	0.00000	0.13404
Solvency Ratio Purposes	0.00000	0.00000	0.36282
General Fund Total	<u>\$ 10.37026</u>	<u>\$ 10.50811</u>	<u>\$ 11.31494</u>
Management Fund	3.14096	1.48769	0.73009
Regular PPEL Fund	0.33000	0.33000	0.33000
Voted PPEL Fund	0.67000	0.67000	0.67000
Total	<u>\$ 14.51122</u>	<u>\$ 12.99580</u>	<u>\$ 13.04503</u>
% Increase (Decrease)	4.3%	(10.4%)	0.4%

\* Assumes 2.00% State Supplemental Aid

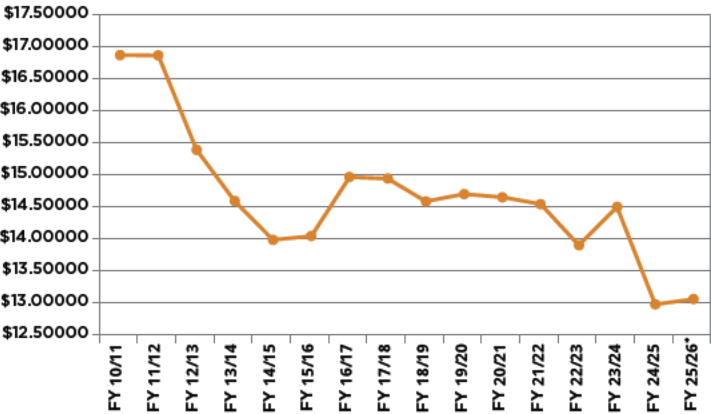
The FY 2025-26 Cash Reserve levy for solvency ratio purposes flow generates funds to improve the district's *solvency ratio* and to offset the large cash reduction. Over the past few years, the District's cash reserve has effectively generated an accumulation of cash that allows the District to cash flow during summer months when there are no payments from the State of Iowa. For FY 2025-26, there will not be a Cash Reserve levy for cash flow purposes as the District has accumulated a sufficient cash balance to meet the summer cashflow needs. The breakdown of cash flow needs are listed above.

The Cash Reserve levy is the most variable part of the total tax levy and Iowa Code sets a maximum of what it may be. The following table shows recent Cash Reserve levies in comparison to the legally allowed maximum:

CASH RESERVE LEVY

	FY 2023-24	FY 2024-25	FY 2025-26
Levy Amount	\$ 878,172	\$ 3,041,993	\$ 7,017,143
Legal Maximum	\$ 878,172	\$ 3,041,993	\$ 7,017,143

The following graph shows a fifteen-year history of the District's total levy rate and the proposed total levy rate for FY 2025-26.\*



\* Assumes 2.00% State Supplemental Aid

The following table compares the District's proposed FY 2025-26 levy rate to the other UEN schools' proposed FY 2025-26 rates.

UEN SCHOOLS' FY 2025-26  
TOTAL PROPERTY TAX RATES COMPARED TO  
DUBUQUE'S RECOMMENDED 2025-26 RATE  
(Includes Income Surtax Levy Equivalents for Applicable Districts)

District	Proposed FY 2025-26
Waterloo	16.74494
Council Bluffs	16.15424
Iowa City	16.10106
Des Moines	14.67444
Davenport	13.83173
Cedar Rapids	13.64639
Dubuque	13.04503
Sioux City	12.38141

Dubuque strives to meet its student achievement goals while at the same time maintaining financially efficient delivery of education and support services.

GENERAL FUND FINANCIAL  
ISSUES FOR FISCAL YEAR 2025-26  
AND BEYOND

The 2024-25 fiscal year had 2.50 percent *State Supplemental Aid*. FY 2025-26 is estimated at 2.00 percent. The District will need to continue to find ways to reduce costs and create operational efficiencies by making changes in our facility operations. The District will need to monitor future expenditure levels very closely as future school funding levels are expected to remain low.

The clear challenge will be maintaining an acceptable level of *unspent balance*, which is set within the District strategic plan.

Respectfully submitted,

*Lisa Demmer*

Lisa Demmer  
Chief Financial Officer

*Rick Till*

Rick Till  
Director of Finance

**NOTICE OF PUBLIC HEARING**  
**Proposed DUBUQUE School Budget Summary**  
**Fiscal Year 2025 - 2026**

Location of Public Hearing: (entered upon publish)	undefined	undefined
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The Board of Directors will conduct a public hearing on the proposed 25/26 school budget at the above noted location and time. At the hearing, any resident or taxpayer may present objections to, or arguments in favor of, any part of the proposed budget. This notice represents a summary of the supporting detail of the revenues and expenditures on file with the district secretary. A copy of the details will be furnished upon request.

		Budget 2026	Re-est. 2025	Actual 2024	Avg % 24-26
Taxes Levied on Property	1	57,513,387	55,262,128	57,668,029	% -0.1
Utility Replacement Excise Tax	2	1,094,818	1,103,390	1,236,924	% -5.9
Income Surtaxes	3	0	0	0	
Tuition\Transportation Received	4	1,232,582	1,030,709	1,644,734	
Earnings on Investments	5	2,441,000	3,343,690	4,365,581	
Nutrition Program Sales	6	2,205,000	2,100,000	2,057,210	
Student Activities and Sales	7	1,110,000	1,080,000	1,083,642	
Other Revenues from Local Sources	8	3,093,500	3,496,585	3,122,745	
Revenue from Intermediary Sources	9	0	0	0	
State Foundation Aid	10	86,493,545	84,087,127	80,800,492	
Instructional Support State Aid	11	283,164	0	0	
Other State Sources	12	14,761,660	15,059,420	14,068,736	
Two Tier Assessment Limitation Replacement	13	1,019,634	1,019,634	1,088,301	
Title I Grants	14	2,178,918	2,262,623	2,534,824	
IDEA and Other Federal Sources	15	7,724,800	7,558,323	9,038,627	
Total Revenues	16	181,152,008	177,403,629	178,709,845	
General Long-Term Debt Proceeds	17	0	14,995,000	0	
Transfers In	18	8,187,282	8,644,506	8,540,443	
Proceeds of Fixed Asset Dispositions	19	55,000	75,161	120,904	
Special Items/Upward Adjustments	20	0	0	0	
Total Revenues & Other Sources	21	189,394,290	201,118,296	187,371,192	
Beginning Fund Balance	22	94,121,580	82,549,111	85,733,977	
<b>Total Resources</b>	23	283,515,870	283,667,407	273,105,169	
<b>*Instruction</b>	24	98,301,003	97,466,764	95,887,347	% 1.3
Student Support Services	25	11,297,298	11,107,778	8,784,635	
Instructional Staff Support Services	26	4,241,328	4,191,251	5,969,337	
General Administration	27	1,579,385	1,611,699	1,568,660	
School Administration	28	8,535,735	8,344,001	8,105,709	
Business & Central Administration	29	6,572,372	7,351,038	7,345,535	
Plant Operation and Maintenance	30	15,553,267	14,654,550	14,079,859	
Student Transportation	31	5,262,423	6,652,116	5,797,517	
<b>*Total Support Services (lines 25-31)</b>	31A	53,041,808	53,912,433	51,651,252	% 1.3
<b>*Noninstructional Programs</b>	32	7,137,600	6,948,733	6,017,883	% 8.9
Facilities Acquisition and Construction	33	12,995,000	9,974,844	15,409,538	
Debt Service (Principal, interest, fiscal charges)	34	8,093,819	8,522,052	7,524,771	
AEA Support - Direct to AEA	35	4,134,189	4,616,416	5,524,824	
<b>*Total Other Expenditures (lines 33-35)</b>	35A	25,223,008	23,113,312	28,459,133	% -5.9
Total Expenditures	36	183,703,419	181,441,242	182,015,615	
Transfers Out	37	8,187,282	8,104,585	8,540,443	
Other Uses	38	0	0	0	
Total Expenditures, Transfers Out & Other Uses	39	191,890,701	189,545,827	190,556,058	
Ending Fund Balance	40	91,625,169	94,121,580	82,549,111	
<b>Total Requirements</b>	41	283,515,870	283,667,407	273,105,169	
<b>Proposed Property Tax Rate (per \$1,000 taxable valuation)</b>		13.04503			



## LEVY IMPACT ON RESIDENTIAL PROPERTY – CITY OF DUBUQUE

	BUDGET YEAR 2025-26 *	BUDGET YEAR 2024-25 *	\$ CHANGE	% CHANGE
Average Property Value *	\$ 196,507	\$ 159,503	\$ 37,004	23.20%
Equalization Order *	1.0000	1.2320	(0.2320)	-18.83%
Average Property Value after Equalization Order *	\$ 196,507	\$ 196,508	\$ (1)	0.00%
Rollback *	0.474316	0.463428	0.01089	2.35%
Taxable Value *	\$ 93,206	\$ 91,067	\$ 2,139	2.35%
School Tax Rate	\$ 13.04503	\$ 12.99580	\$ 0.04923	0.38%
School Tax	\$ 1,215.88	\$ 1,183.49	\$ 32.39	2.74%

\* The above information is produced from the City of Dubuque's Fiscal Year 2026 Recommended Budget Resident's Guide, page 178.

## LEVY IMPACT ON COMMERCIAL PROPERTY – CITY OF DUBUQUE

	BUDGET YEAR 2025-26 *	BUDGET YEAR 2024-25 *	\$ CHANGE	% CHANGE
Average Property Value *	\$ 540,594	\$ 432,475	\$ 108,119	25.00%
Equalization Order *	1.0000	1.2500	(0.2500)	-20.00%
Average Property Value after Equalization Order *	\$ 540,594	\$ 540,594	\$ 0	0.00%
First Tier Rollback	\$ 150,000	\$ 150,000	\$ 0	0.00%
Less Residential Rollback Factor*	0.474316	0.46343	0.01089	2.35%
Taxable Value *	\$ 71,147	\$ 69,514	\$ 1,633.00	2.35%
Second Tier Rollback *	\$ 39,094	\$ 390,594	\$ (351,500.00)	-89.99%
Less Rollback Factor *	0.900000	0.900000	0	0.00%
Second Tier Taxable Value*	\$ 351,535	\$ 351,535	\$ 0	0.00%
Total Taxable Value*	\$ 422,682	\$ 421,049	\$ 1,633.00	0.39%
School Tax Rate	\$ 13.04503	\$ 12.99580	\$ 0.05	0.38%
School Tax	\$ 5,513.90	\$ 5,471.87	\$ 42.03	0.77%

\* The above information is produced from the City of Dubuque's Fiscal Year 2026 Recommended Budget Resident's Guide, page 183.

## LEVY IMPACT ON INDUSTRIAL PROPERTY – CITY OF DUBUQUE

	BUDGET YEAR 2025-26 *	BUDGET YEAR 2024-25 *	\$ CHANGE	% CHANGE
Average Property Value *	\$ 632,952	\$ 599,500	\$ 33,452	5.58%
Equalization Order *	1.0000	1.0558	(0.0558)	-5.29%
Average Property Value after Equalization Order *	\$ 632,952	\$ 632,952	\$ 0	0.00%
First Tier Rollback	\$ 150,000	\$ 150,000	\$ 0	0.00%
Less Residential Rollback Factor*	0.474316	0.463428	0.01089	2.35%
Taxable Value *	\$ 71,147	\$ 69,514	\$ 1,633.00	2.35%
Second Tier Rollback *	\$ 482,952	\$ 482,952	\$ 0	0.00%
Less Rollback Factor *	0.900000	0.900000	0	0.00%
Second Tier Taxable Value*	\$ 434,657	\$ 434,657	\$ 0	0.00%
Total Taxable Value*	\$ 505,804	\$ 504,171	\$ 1,633.00	0.32%
School Tax Rate	\$ 13.04503	\$ 12.99580	\$ 0.05	0.38%
School Tax	\$ 6,598.23	\$ 6,552.11	\$ 46.12	0.70%

\* The above information is produced from the City of Dubuque's Fiscal Year 2026 Recommended Budget Resident's Guide, page 184.



ADOPTION OF BUDGET AND TAXES JULY 1, 2025 - JUNE 30, 2026  
DUBUQUE  
DISTRICT NUMBER - 1863

Department of Management - Form S-TX

<b>Total Special Program Funding</b>					
Instructional Support (A&L line 10.27)		6,132,347			
Educational Improvement (A&L line 11.3)		0			
Voted Physical Plant & Equipment (A&L line 19.3)		3,380,794			
<b>Special Program Income Surtax Rates</b>					
Instructional Support (A&L line 10.15)		% 0			
Educational Improvement (A&L line 11.4)		% 0			
Voted Physical Plant & Equipment (A&L line 19.4)		% 0			
<b>Utility Replacement and Property Taxes Adopted</b>					
		<b>Utility Replacement AND Property Tax Dollars</b>	<b>Levy Rate</b>	<b>Property Taxes Levied</b>	<b>Estimated Utility Replacement Dollars</b>
Levy to Fund Combined District Cost (A&L line 15.3)	1	37,495,918			
+Educational Improvement Levy (A&L line 15.5)	2	0			
+Cash Reserve Levy - SBRC (A&L line 15.9)	3	7,017,143			
+Cash Reserve Levy - Other (A&L line 15.10)	4	0			
-Use of Fund Balance to Reduce Levy (A&L line 15.11)	5	0			
=Subtotal General Fund Levy (A&L line 15.14)	6	44,513,061	10.15576	43,660,722	852,339
+Instructional Support Levy (A&L line 15.13)	7	5,849,183	1.15918	5,751,892	97,291
=Total General Fund Levy (A&L line 15.12)	8	50,362,244	11.31494	49,412,614	949,630
	9				
Management	10	3,200,000	0.73009	3,138,737	61,263
Amana Library	11	0	0	0	0
Voted Physical Plant & Equipment (Loan Agreement)	12	0			
+Voted Physical Plant & Equipment (Capital Project)	13	3,380,794			
=Subtotal Voted Physical Plant & Equipment	14	3,380,794	0.67000	3,324,564	56,230
+Regular Physical Plant & Equipment	15	1,665,167	0.33000	1,637,472	27,695
=Total Physical Plant & Equipment	16	5,045,961			
	17				
Reorganization Equalization Levy	18	0	0.00000	0	0
Emergency Levy (for Disaster Recovery)	19	0	0.00000	0	0
Public Education/Recreation (Playground)	20	0	0.00000	0	0
Debt Service	21	0	0.00000	0	0
<b>GRAND TOTAL</b>	22	58,608,205	13.04503	57,513,387	1,094,818
1-1-2024 Taxable Valuation WITH Gas & Electric Utilities		4,383,035,339	WITHOUT Gas & Elec	4,299,109,307	
1-1-2024 Tax Increment Valuation WITH Gas & Electric Utilities		662,925,819	WITHOUT Gas & Elec	662,925,819	
1-1-2024 Debt Service, PPEL, ISL Valuation WITH Gas & Electric Utilities		5,045,961,158	WITHOUT Gas & Elec	4,962,035,126	

FY 2026 Adopted Budget Control Lines - The amounts below must be equal to or less than the publication amounts to be certified to the County Auditor

**Taxes Levied on Property (Line 1)** = 57,513,387

**Instruction (Line 24)** = 98,301,003

**Total Support Services (Line 31A)** = 53,041,808

**Noninstructional Programs (Line 32)** = 7,137,600

**Total Other Expenditures (Line 35A)** = 25,223,008

The School District by signing below certifies the following:

1. The Proposed Property Tax Notice (first hearing notice) was available on the School District website on the day it was also published in the newspaper.
2. The Proposed Property Tax Notice or a link to the Notice was posted on all social media sites controlled by the school district.

(entered upon adoption)

District Secretary

Date Budget Adopted

County Auditor

## GLOSSARY

Comprehending Iowa school finance concepts assumes an understanding of certain unique technical terms and phrases whose meanings have evolved over the past decades. Some of these terms and phrases are defined in Iowa statutes. Others are simply used by finance practitioners who have developed a common understanding of their meanings. Some of these terms and phrases are defined below.

**Regular-Program District Cost per Pupil (cost per pupil)**, also called **district cost per pupil**, was originally established by dividing the school district's expenditures by the number of pupils in the district. Iowa Code 257.10(1). Each school district had its own district cost per pupil. In FY 1990-91, each district's cost per pupil was recalculated by the state and subsequent changes were only made by statute.

**Supplemental State Aid** is also called state percent of growth. This percentage is legally required to be established annually by the legislature and is used (along with other factors) to calculate a district's authorized budget, real estate tax levy and state aid. Supplemental State Aid has ranged between 1.0 percent and 2.50 percent during the past five years. State Supplemental Aid is extremely important to districts.

**Authorized Budget**, sometimes called spending authority, is the sum of:

- Property tax and state aid (as calculated under the Iowa School Finance Formula)
- Miscellaneous income (all revenues not included above)
- Unspent balance from previous years
- Other amounts granted by School Budget Review Committee ("SBRC")

**Unspent Balance** (also known as **Unspent Authorized Budget**) is the end-of-fiscal-year amount remaining after all expenditures are subtracted from authorized budget.

**Special Education Deficits** occur when current-year special education expenditures exceed current-year special education receipts. Receipts come from various sources including taxes, state program dollars, nonresident tuition, Federal IDEA Part B program dollars, and the Medicaid program. Expenditures include general program expenses, special program expenses, and tuition paid to other districts for resident students served elsewhere. A special education deficit is not part of the Iowa School Finance Formula and therefore funding is not automatically provided. However, upon district application, the SBRC retroactively grants authorized budget for the year in which the deficit occurred. A district may then use the cash reserve levy to subsequently collect taxes to cover this deficit.

**Solvency Ratio** is a percentage determined by dividing the (assigned plus unassigned fund balance) by (total general fund revenue – AEA support).

**School Budget Review Committee ("SBRC")** is established in Section 257.30, Code of Iowa. One of its enumerated duties is to grant supplemental aid to school districts for unusual or extraordinary circumstances.

**Assigned Fund Balances** are those amounts that are set aside by the governing body itself, by another body (budget or finance committee), or by an official who has been delegated the authority to assign those amounts for a specific purpose by the governing body.

**Unassigned Fund Balances** are those amounts in the general fund that have not been classified as nonspendable, restricted, committed, or assigned.

**Cash Reserves** money comes from General Fund dollars not used in prior year; kept as savings and may be used for any General Fund operating expenses.

**General Fund** money primarily comes from property taxes, state aid, state and federal grants, and student fees; used for salaries, supplies and other operational costs, and specific activities and materials funded by the student fees.

**Student Activity Fund** money comes from fundraising and activity admissions only, not taxes; used to augment district-sponsored and supervised student activities such as athletics, band, speech, and student council.

**Management Levy Fund** money comes from special property tax levy; used for liability insurance, unemployment benefits, early retirement incentives, and legal judgments.

**Capital Projects Fund** money comes from bond proceeds, PPEL property taxes, and the one-cent local option sales tax; used for purchase and construction of major capital projects, such as new schools.

**Secure an Advanced Vision for Education (SAVE) Fund** money comes from the one-cent local option sales tax and bond proceeds; may be used only for buildings, grounds, and certain equipment.

**Physical Plant and Equipment Levy (PPEL) Fund** money comes from special property tax levy and/or income surtax; may be used only for buildings, grounds, and certain equipment.

**Debt Service Fund** money comes from a separate property tax levy approved by voters and/or local option sales tax revenue; used to pay principal and interest on long-term debt such as bonds. Money is also transferred here from the SAVE fund.

**Nutrition Fund** is a separate fund used to manage the revenue and expenses for the district's food service program.





## 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  
April 14, 2025

**Treasurer's Report For All District Funds**

**Month of March 2025**

Cash (per bank statements) and Investments, beginning of month	\$ 103,139,777.73
Bank Account Deposits/Other Credits Total (Receipts)	21,137,828.79
Bank Account Checks/Other Debits Total (Disbursements)	(20,078,975.27)
Cash (per bank statement) and Investments, end of month	<u>\$ 104,198,631.25</u>

	End of Month - March 2025		
	<u>Bank Balances</u>	<u>Investments</u>	<u>Total</u>
<u>Depositories</u>			
Premier Bank	\$ 14,826,073.40	\$ -	\$ 14,826,073.40
ISJIT	141,248.34	26,035,091.78	26,176,340.12
Fidelity Bank	28,638,663.61	-	28,638,663.61
Fidelity Bank - Bond Reserve	-	2,909,793.02	2,909,793.02
MidwestOne - Money Market	-	40.94	40.94
GreenState Credit Union	5.00	2,282,477.17	2,282,482.17
Dutrac Community Credit Union	5.00	15,000,000.00	15,000,005.00
DuTrac Community Credit Union - Bond Reserve	-	1,499,500.00	1,499,500.00
Dutrac Community Credit Union - 2024 Bond Proceeds	-	12,865,732.99	12,865,732.99
	<u>\$ 43,605,995.35</u>	<u>\$ 60,592,635.90</u>	<u>\$ 104,198,631.25</u>

<u>Reconciling Items</u>	
Deposits In Transit	29,343.20
Outstanding Checks/ACHs	(3,463,652.17)
Reconciled Cash and Investment Balance	<u>\$ 100,764,322.28</u>

<u>Cash and Investment Balances by Fund</u>	
General Fund	\$ 26,702,641.91
Scholarship Fund	122,084.82
Student Activity Fund	965,526.79
Management Fund	19,521,105.41
SAVE Fund	34,423,879.14
PPEL Fund	5,693,626.54
Debt Service Fund	7,872,505.91
Nutrition Fund	5,251,764.88
Clearing Fund	163,838.38
Agency Fund	47,348.50
Total Cash and Investment Balance	<u>\$ 100,764,322.28</u>

At March 31, 2025, there are no interfund loans.

Lisa Demmer, Treasurer  
31

**DUBUQUE COMMUNITY SCHOOL DISTRICT  
REGULAR BOARD MEETING  
APRIL 14, 2025**

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 APRIL 14, 2025 MEETING. SHOULD YOU DESIRE ANY INFORMATION IN REGARD TO THE SAME, I SHALL BE PLEASED TO FURNISH IT UPON REQUEST.

PERIOD: MARCH 1-31, 2025

RESPECTFULLY SUBMITTED,  
SECRETARY: CAROLYN MAUSS

\_\_\_\_\_  
BOARD MEMBER SIGNATURE

\_\_\_\_\_  
DATE

<b>Fund</b>		<b>Amount</b>
10	GENERAL FUND	\$11,630,932.80
21	STUDENT ACTIVITY FUND	\$127,164.20
22	MANAGEMENT LEVY	\$37,943.83
33	SAVE TAX	\$38,210.75
36	PHYSICAL PLANT/EQUIP LEVY	\$639,120.65
61	SCHOOL NUTRITION FUND	\$493,543.62
76	CLEARING FUND	\$264,175.46
91	AGENCY HOSPITALITY FUND	\$2,699.41

**GRAND TOTAL: \$13,233,790.72**



# Dubuque Community School District

## Regular Board Meeting

April 14, 2025

Vendor Name	Description	Check Total
<b>Fund: AGENCY/HOSPITALITY FUND</b>		
HAPPY JOES DELIVERY & CARRYOUT	OTHER GENERAL SUPPLIES	\$807.00
HARRIS N.A.	OTHER GENERAL SUPPLIES	\$1,441.95
LIME ROCK SPRINGS CO-PEPSI COLA CO.	OTHER GENERAL SUPPLIES	\$400.46
TEBOCKHORST, LISA A	OTHER GENERAL SUPPLIES	\$50.00
	<b>Fund Total:</b>	<b>\$2,699.41</b>
<b>Fund: CLEARING FUND</b>		
ALLIANT ENERGY-IP&L	ELECTRICITY	\$9,345.66
BASE	OTHER EMPLOYEE DEDUCTION	\$94,093.89
BLACK HILLS ENERGY	NATURAL GAS	\$1,674.19
DELTA DENTAL OF IOWA	OTHER INSURANCE	\$105,625.17
HARRIS N.A.	MISCELLANEOUS REVENUE	\$199.76
MEDICAL ASSOCIATES HMO (EMPLOYEE)	OTHER EMPLOYEE DEDUCTION	\$19,419.25
SELF INSURED SERVICES COMPANY	OTHER INSURANCE	\$7,697.36
WELLMARK BLUE CROSS BLUE SHIELD OF IOWA	OTHER EMPLOYEE DEDUCTION	\$26,120.18
	<b>Fund Total:</b>	<b>\$264,175.46</b>
<b>Fund: GENERAL FUND</b>		
ABC LEARNING & DEVELOPMENT CENTER LLC	PROF-EDUCATIONAL SERVICES	\$6,776.62
ACCO UNLIMITED CORPORATION	OTHER GENERAL SUPPLIES	\$1,910.40
ACME TOOLS	CAPITALIZED FIXED ASSETS	\$7,253.00
ADVANCED BUSINESS SYSTEMS INC	TECH REPAIR CONSUMABLE	\$209.50
AHLERS & COONEY, P.C.	LEGAL	\$1,921.50
AIRGAS NORTH CENTRAL USA LLC	INSTRUCTION SUPPLIES	\$164.52
AIRGAS NORTH CENTRAL USA LLC	OTHER GENERAL SUPPLIES	\$268.68
ALEXANDER, PENNY R	IN DISTRICT TRAVEL	\$23.10
ALL SEASONS TRUCKING, INC.	OTHER PURCH PROF SERVICES	\$270.00
ALLIANT ENERGY-IP&L	ELECTRICITY	\$189,468.58
ALTHAUS, BROOKE J	IN DISTRICT TRAVEL	\$114.03
AMAZON CAPITAL SERVICES, INC	INSTRUCTION SUPPLIES	\$3,891.54
AMAZON CAPITAL SERVICES, INC	LIBRARY BOOKS	\$71.54
AMAZON CAPITAL SERVICES, INC	MACHINERY/EQUIPMENT	\$2,066.00
AMAZON CAPITAL SERVICES, INC	OFFICE SUPPLIES	\$166.97
AMAZON CAPITAL SERVICES, INC	OTHER GENERAL SUPPLIES	\$303.88
AMENT, JACKIE	IN DISTRICT TRAVEL	\$25.62
AMERICAN FIDELITY ASSURANCE COMPANY	PAYROLL DEDUCTIONS AND WITHHOLDINGS	\$17,313.88
AMERICAN STRING TEACHERS ASSOCIATION	STUDENT ENTRY FEES	\$25.00
ANDERSON, LORI A	IN DISTRICT TRAVEL	\$63.84
AREA SUBSTANCE ABUSE COUNCIL	OTHER PURCH PROF SERVICES	\$10,000.00
ARTISTIC CLEANERS	PROF-EDUCATIONAL SERVICES	\$56.10
B L MURRAY COMPANY INC	OTHER GENERAL SUPPLIES	\$2,590.05
B&H FOTO & ELECTRONICS CORP	INSTRUCTION SUPPLIES	\$3,815.62
BACKES, KYLE J	IN DISTRICT TRAVEL	\$95.48
BECHLER, SARAH	IN DISTRICT TRAVEL	\$234.99
BEL-AIR RENTAL INC	OTHER GENERAL SUPPLIES	\$892.00

**Dubuque Community School District**  
**Regular Board Meeting**  
**April 14, 2025**

Vendor Name	Description	Check Total
BETTS, STEPHANIE	PARENT TRAN REIMBURSEMENT	\$29.40
BLACK HILLS ENERGY	NATURAL GAS	\$41,795.62
BLANKENSHIP, BETHANY	IN DISTRICT TRAVEL	\$59.64
BLICK ART MATERIALS	INSTRUCTION SUPPLIES	\$244.08
BLODGETT, KATHLEEN M	IN DISTRICT TRAVEL	\$48.58
BP CREDIT CARD CENTER	GASOLINE	\$1,211.35
BREAKOUT, INC	OTHER GENERAL SUPPLIES	\$99.00
BREITBACH, ANGELA D	IN DISTRICT TRAVEL	\$150.64
BREITBACH, ANGELA M	IN DISTRICT TRAVEL	\$41.51
BREITBACH, TERRENCE THOMAS	IN DISTRICT TRAVEL	\$158.20
BRIMEYER, STACY M	IN DISTRICT TRAVEL	\$3.85
BUNKER HILL GOLF COURSE	OTHER GENERAL SUPPLIES	\$1,365.00
BURNS, MARK R	IN DISTRICT TRAVEL	\$61.81
BUSCH, EMILY A	IN DISTRICT TRAVEL	\$17.15
CALDWELL, ASHLEY A	IN DISTRICT TRAVEL	\$31.99
CAM COMMUNITY SCHOOL DISTRICT	TUITION/OPEN ENROLL	\$68,130.95
CAPITAL ONE, N.A.	INSTRUCTION SUPPLIES	\$338.69
CAPITAL ONE, N.A.	OTHER GENERAL SUPPLIES	\$51.04
CARBAJAL, BREANNA L	IN DISTRICT TRAVEL	\$13.30
CARRICO AQUATIC RESOURCES, INC.	OTHER GENERAL SUPPLIES	\$324.48
CDW GOVERNMENT INC	OTHER PURCH PROF SERVICES	\$16,590.00
CEC - COMMUNICATIONS ENGINEERING COMPANY	OTHER PURCH PROF SERVICES	\$11,413.62
CENERGISTIC LLC	OTHER PURCH PROF SERVICES	\$21,600.00
CENTURY LINK	TELEPHONE/DATA LINES	\$309.69
CHICAGO REVIEW PRESS, INC	INSTRUCTION SUPPLIES	\$28.99
CHRISTIANSON, KARI M	IN DISTRICT TRAVEL	\$64.68
CITY OF DUBUQUE	OTHER GENERAL SUPPLIES	\$210.00
CITY OF DUBUQUE	OTHER PURCH PROF SERVICES	\$60.00
CITY OF DUBUQUE	SERVICES PURCHASED FROM ANOTHER GOVERNMENT	\$170,995.50
CITY OF DUBUQUE	STORM WATER FEE	\$6,660.81
CITY OF DUBUQUE	WATER/SEWER	\$18,523.26
CLAYTON RIDGE COMMUNITY SCHOOL DISTRICT	TUITION/LEA	\$8,266.72
CLAYTON RIDGE COMMUNITY SCHOOL DISTRICT	TUITION/OPEN ENROLL	\$72,651.42
COLLECTION SERVICES CENTER-PAYROLL	PAYROLL DEDUCTIONS AND WITHHOLDINGS	\$4,018.93
COMELEC SERVICES, INC.	OTHER PURCH PROF SERVICES	\$265.00
CONSTELLATION NEWENERGY GAS CORNERSTONE	NATURAL GAS	\$12,374.24
CREATIVE ADVENTURE LAB, INC.	STUDENT/STAFF ADMISSIONS	\$245.00
CS TECHNOLOGIES, INC.	TELEPHONE/DATA LINES	\$2,790.25
DAUGHTERS, ROBERT	PROF-EDUCATIONAL SERVICES	\$250.00
DAVIS, JESSICA J	IN DISTRICT TRAVEL	\$12.46
DAVIS-ORWOLL, SHIRLEY A	IN DISTRICT TRAVEL	\$153.86
DCSD DEBIT CARD	CASH IN BANK - CHECKING	\$12,370.00
DCSD FOUNDATION	PAYROLL DEDUCTIONS AND WITHHOLDINGS	\$50.00

**Dubuque Community School District**  
**Regular Board Meeting**  
**April 14, 2025**

Vendor Name	Description	Check Total
DELCORPS, NATALIE J	STAFF DUES	\$125.00
DELUXE BUSINESS CHECKS & SOLUTIONS	OTHER GENERAL SUPPLIES	\$140.46
DEMCO INC	OTHER GENERAL SUPPLIES	\$77.10
DEMMER, LISA M	IN STATE TRAVEL	\$684.86
DILLON, TERRY M.	PROF-EDUCATIONAL SERVICES	\$150.00
DISTRICT 20 SUPPLY CO.	OTHER GENERAL SUPPLIES	\$1,788.75
DOEPKE, JAMES A	OFFICIAL/REFEREE	\$140.00
DPT SERVICE LLC	OTHER PURCH PROF SERVICES	\$2,060.00
DUBUQUE CHILD CARE CENTER	PROF-EDUCATIONAL SERVICES	\$4,107.05
DUBUQUE COMMUNITY SCHOOL DISTRICT	OTHER GENERAL SUPPLIES	\$744.00
DUBUQUE COMMUNITY SCHOOL DISTRICT	PETTY CASH	\$118.00
DUBUQUE COUNTY SHERIFF DEPARTMENT	PAYROLL DEDUCTIONS AND WITHHOLDINGS	\$1,098.20
DUBUQUE METRO AREA SOLID WASTE AGENCY	REFUSE DISPOSAL	\$162.50
ELSINGER, MEGAN E	OUT OF STATE TRAVEL	\$44.00
EMPLOYEE BENEFITS CORPORATION	OTHER PURCH PROF SERVICES	\$864.98
ESSER, LORI J	IN DISTRICT TRAVEL	\$2.80
FEDERAL TAX WITHHOLDING	PAYROLL DEDUCTIONS AND WITHHOLDINGS	\$507,292.85
FEDEX	POSTAGE	\$39.13
FICA WITHHOLDING - EMPLOYEE	PAYROLL DEDUCTIONS AND WITHHOLDINGS	\$1,084,497.82
FINK, MARY M	IN DISTRICT TRAVEL	\$103.95
FIRST	CONTRACTED TRAINING PROVIDER	\$1,200.00
FITZPATRICK, SHANNAN J	IN DISTRICT TRAVEL	\$5.60
FOLLETT SCHOOL SOLUTIONS, LLC	INSTRUCTION SUPPLIES	\$567.49
FOLLETT SCHOOL SOLUTIONS, LLC	LIBRARY BOOKS	\$567.49
FRIEDERICK, JANET M	IN DISTRICT TRAVEL	\$8.96
FRITH, THOMAS J	IN DISTRICT TRAVEL	\$16.45
FROG HOLLOW - ASBURY	PROF-EDUCATIONAL SERVICES	\$5,749.86
FROST, JOHANNAN J	OFFICIAL/REFEREE	\$70.00
FUERSTE, CAREW, JUERGENS & SUDMEIER, PC	LEGAL	\$3,295.50
GASSMAN, AIMEE L	IN DISTRICT TRAVEL	\$48.86
GEHL, JILL F	IN DISTRICT TRAVEL	\$213.43
GEISTKEMPER, LAUREN M	IN DISTRICT TRAVEL	\$34.44
GIBBS, JOSEPH J.	OFFICIAL/REFEREE	\$185.00
GOEDKEN, CHELSY J	IN DISTRICT TRAVEL	\$13.72
GRIZZLY INDUSTRIAL, INC	INSTRUCTION SUPPLIES	\$413.80
GUMDROP BOOKS DIVISION CENTRAL PROGRAMS	INSTRUCTION SUPPLIES	\$2,547.71
GURDAK, TRACY LYNN	IN DISTRICT TRAVEL	\$143.71
HAAS, BRANDON M	IN DISTRICT TRAVEL	\$18.06
HAMMEL, DALTON A	IN DISTRICT TRAVEL	\$53.20
HANDS UP COMMUNICATIONS INC	PROF-EDUCATIONAL SERVICES	\$2,545.34
HANTELMANN, SHAUNA L	IN DISTRICT TRAVEL	\$0.91
HARRIS N.A.	BLDG CONSTRUCTION SUPPLY	\$8,280.40
HARRIS N.A.	FURNITURE/FIXTURES	\$12,390.14
HARRIS N.A.	IN STATE TRAVEL	\$5,083.90
HARRIS N.A.	INSTRUCTION SUPPLIES	\$12,976.81

**Dubuque Community School District**  
**Regular Board Meeting**  
**April 14, 2025**

Vendor Name	Description	Check Total
HARRIS N.A.	LIBRARY BOOKS	\$2,519.99
HARRIS N.A.	MACHINERY/EQUIPMENT	\$5,369.58
HARRIS N.A.	OFFICE SUPPLIES	\$1,720.31
HARRIS N.A.	OTHER GENERAL SUPPLIES	\$32,122.95
HARRIS N.A.	OTHER PURCH PROF SERVICES	\$5,002.92
HARRIS N.A.	OUT OF STATE TRAVEL	\$5,524.76
HARRIS N.A.	PERIODICALS	\$41.34
HARRIS N.A.	POSTAGE	\$225.20
HARRIS N.A.	PROFESSIONAL BOOKS	\$27.45
HARRIS N.A.	REPAIR/MAINTENANCE	\$75.99
HARRIS N.A.	SOFTWARE	\$720.95
HARRIS N.A.	STAFF DUES	\$144.00
HARRIS N.A.	STAFF WORKSHOP/CONFERENCE REG FEES	\$8,084.80
HARRIS N.A.	STUDENT ENTRY FEES	\$3,174.15
HARRIS N.A.	STUDENT/STAFF ADMISSIONS	\$350.00
HARRIS N.A.	TECH REPAIR CONSUMABLE	\$4,231.62
HARRIS N.A.	TECHNOLOGY SUPPLIES	\$976.67
HARRIS N.A.	TECHNOLOGY-RELATED SOFTWARE	\$300.00
HARRIS N.A.	TRANSPORTATION PARTS	\$4,627.09
HARRIS N.A.	TRANSPORTATION SUPPLIES	\$1,034.85
HARRIS N.A.	VEHICLE REPAIR/MAINT	\$680.00
HARWICK, CHAD K	IN DISTRICT TRAVEL	\$135.24
HEITKAMP, MARK	OFFICIAL/REFEREE	\$70.00
HERMSEN, ASHLEY A	IN DISTRICT TRAVEL	\$82.39
HICKEY, BARBARA A	IN DISTRICT TRAVEL	\$13.16
HOLLEY, ESTHER G	IN DISTRICT TRAVEL	\$18.48
HOLY FAMILY CATHOLIC SCHOOLS	PROF-EDUCATIONAL SERVICES	\$73,926.81
HOSKINS, MICHAEL E	INSTRUCTION SUPPLIES	\$102.00
HOVDEN OIL INC	TRANSPORTATION LUBRICANTS	\$1,389.66
HOWES, BRIAN J	IN DISTRICT TRAVEL	\$411.53
HOWES, KRISTA A	IN DISTRICT TRAVEL	\$159.88
HP INC	COMPUTER HARDWARE	\$1,380.00
HP INC	TECHNOLOGY SUPPLIES	\$8,865.00
HY-VEE, INC.	INSTRUCTION SUPPLIES	\$590.84
HY-VEE, INC.	OTHER GENERAL SUPPLIES	\$190.96
IA PUBLIC EMP RETIREMENT-EMPLOYEE	PAYROLL DEDUCTIONS AND WITHHOLDINGS	\$1,164,032.48
ILLINOIS DEPARTMENT OF REVENUE	PAYROLL DEDUCTIONS AND WITHHOLDINGS	\$9,027.89
ING - COMMON REMITTER	PAYROLL DEDUCTIONS AND WITHHOLDINGS	\$27,869.33
INSTRUMENTALIST AWARDS LLC	OTHER GENERAL SUPPLIES	\$131.00
IOWA ASSN OF SCHOOL BOARDS	STAFF WORKSHOP/CONFERENCE REG FEES	\$350.00
IOWA CITY COMMUNITY SCHOOL DISTRICT	TUITION/OPEN ENROLL	\$10,592.88
IOWA COMMUNICATIONS NETWORK	TELEPHONE/DATA LINES	\$513.30
IOWA DEPARTMENT OF HUMAN SERVICES	INTERGOVERNMENTAL PAYABLE	\$14,277.51
IOWA DIVISION OF LABOR-BOILER SAFETY	OTHER PURCH PROF SERVICES	\$5,810.00
IOWA HIGH SCHOOL SPEECH ASSOCIATION	STUDENT ENTRY FEES	\$936.00

**Dubuque Community School District**  
**Regular Board Meeting**  
**April 14, 2025**

Vendor Name	Description	Check Total
IOWA PRISON INDUSTRIES	PROF-EDUCATIONAL SERVICES	\$458.07
IOWA STATE TAX WITHHOLDING	PAYROLL DEDUCTIONS AND WITHHOLDINGS	\$178,542.10
IOWA TESTING PROGRAMS	OTHER PURCH PROF SERVICES	\$26,480.00
IPEVO	TECHNOLOGY SUPPLIES	\$114.24
J&R SUPPLY, INC	OTHER GENERAL SUPPLIES	\$297.00
JANWAY COMPANY USA, INC.	OTHER GENERAL SUPPLIES	\$452.17
JENSEN, JANET C	IN DISTRICT TRAVEL	\$20.16
JENSEN, JENNA M	IN DISTRICT TRAVEL	\$27.02
JOHANNSEN, MEGAN R	IN DISTRICT TRAVEL	\$83.86
JOHNS, JACQUELINE D	IN DISTRICT TRAVEL	\$31.57
JOSTENS INC.	INSTRUCTION SUPPLIES	\$1,705.95
JOSTENS INC.	OTHER GENERAL SUPPLIES	\$33.90
JP GASWAY COMPANY INC	OTHER GENERAL SUPPLIES	\$2,733.20
JVA MOBILITY INC	INSTRUCTION SUPPLIES	\$317.25
JW PEPPER & SON, INC.	INSTRUCTION SUPPLIES	\$434.04
KALB, CATHY SUE	IN DISTRICT TRAVEL	\$177.52
KASHMAR, ANN M	IN DISTRICT TRAVEL	\$50.40
KELLY, JULIE A	IN DISTRICT TRAVEL	\$142.04
KENNEDY, MATTHEW J	IN DISTRICT TRAVEL	\$80.99
KEY WEST EARLY CHILDHOOD CENTER	PROF-EDUCATIONAL SERVICES	\$6,981.97
KIELER, SHEILA L	IN DISTRICT TRAVEL	\$5.25
KILGORE, JUSTINE A	IN DISTRICT TRAVEL	\$200.76
KLEINER, KRISTI M	IN DISTRICT TRAVEL	\$34.51
KRUSER SEPTIC SERVICE, INC.	OTHER PURCH PROF SERVICES	\$875.00
KUNKEL, LAURA M	IN STATE TRAVEL	\$256.80
LACY, KATE A	IN DISTRICT TRAVEL	\$230.51
LAKEMARY CENTER INC	TUITION/OS	\$7,391.00
LANCASTER, DENALI R	IN DISTRICT TRAVEL	\$46.76
LANG, AUDREY G	IN DISTRICT TRAVEL	\$4.06
LANGE, JULIE L	IN DISTRICT TRAVEL	\$0.77
LARSON, AMY J	IN DISTRICT TRAVEL	\$71.75
LAWLER, MARK E	IN DISTRICT TRAVEL	\$17.32
LEE, DOUGLAS J	INSTRUCTION SUPPLIES	\$143.19
LEICHT, MICHELLE L	IN DISTRICT TRAVEL	\$103.46
LEITZEN, AMBER K	IN DISTRICT TRAVEL	\$87.36
LENT, KATHY A	IN DISTRICT TRAVEL	\$6.51
LINCOLN ELECTRIC	INSTRUCTION SUPPLIES	\$3,650.76
LINN COUNTY SHERIFF	PAYROLL DEDUCTIONS AND WITHHOLDINGS	\$804.72
LINN-MAR COMMUNITY SCHOOL DISTRICT	TUITION/LEA	\$3,623.28
LORAS COLLEGE	OTHER PURCH PROF SERVICES	\$15,107.25
LORAS COLLEGE BAND	STUDENT ENTRY FEES	\$240.00
LUDOVISSY, BROOKE S	IN DISTRICT TRAVEL	\$22.54
LUDWIG, LAURA M	IN DISTRICT TRAVEL	\$45.71
LYON, CYNTIA S	IN DISTRICT TRAVEL	\$56.84
MADDOCK, JODI	IN DISTRICT TRAVEL	\$54.25

**Dubuque Community School District**  
**Regular Board Meeting**  
**April 14, 2025**

Vendor Name	Description	Check Total
MADISON NATIONAL LIFE INSURANCE CO.	MEDICAL INSURANCE	(\$6.87)
MADISON NATIONAL LIFE INSURANCE CO.	PAYROLL DEDUCTIONS AND WITHHOLDINGS	\$16,233.75
MALONEY, JOSEPH M	IN DISTRICT TRAVEL	\$823.48
MANTERNACH, BRAD A	IN DISTRICT TRAVEL	\$131.88
MAQUOKETA COMMUNITY SCHOOLS	TUITION/OPEN ENROLL	\$4,181.26
MARKHAM, JUNE A	IN DISTRICT TRAVEL	\$27.58
MCCLEARY, BRIAN S	OFFICIAL/REFEREE	\$140.00
MEDICAL ASSOCIATES CLINIC PC	DRUG TESTING	\$982.00
MEDICAL ASSOCIATES CLINIC PC	OTHER PURCH PROF SERVICES	\$389.50
MEDICAL ASSOCIATES HMO (EMPLOYEE)	PAYROLL DEDUCTIONS AND WITHHOLDINGS	\$731,410.87
MELVOLD, HILLARY A	IN DISTRICT TRAVEL	\$60.48
MENARDS INC	INSTRUCTION SUPPLIES	\$436.22
MERCY MEDICAL CENTER	PROF-EDUCATIONAL SERVICES	\$11,705.08
MERFELD, RENEE L	IN DISTRICT TRAVEL	\$5.60
MERFELD, TAYLOR J	IN DISTRICT TRAVEL	\$121.73
MILLER, ERIC J	IN DISTRICT TRAVEL	\$829.78
MILLER, JAYMIE E	IN DISTRICT TRAVEL	\$182.63
MILLIGAN, JULIE A	IN DISTRICT TRAVEL	\$67.55
MINI MASTERPIECES PRESCHOOL INC	PROF-EDUCATIONAL SERVICES	\$5,339.16
MORLEY, SEAN K	IN DISTRICT TRAVEL	\$6.72
MULGREW OIL COMPANY	DIESEL	\$18,426.47
MULGREW OIL COMPANY	TRANSPORTATION LUBRICANTS	\$659.01
NASSCO INC.	OTHER GENERAL SUPPLIES	\$12,249.94
NAVE, LEANN L	IN DISTRICT TRAVEL	\$190.07
NEW JERSEY FAMILY SUPPORT PYMT CENTER	PAYROLL DEDUCTIONS AND WITHHOLDINGS	\$200.00
NEW TEACHER CENTER	CONTRACTED TRAINING PROVIDER	\$25,000.00
NOAHS ARK PRESCHOOL	PROF-EDUCATIONAL SERVICES	\$5,749.86
NOLEN, KEVIN S	IN DISTRICT TRAVEL	\$2.24
NORTHEAST IOWA COMM COLLEGE CALMAR	STAFF WORKSHOP/CONFERENCE REG FEES	\$80.00
NORTHEAST IOWA COMM COLLEGE-CALMAR	OTHER GENERAL SUPPLIES	\$6.00
NORTHEAST IOWA COMM COLLEGE-CALMAR	TUITION/COMM. COLLEGE	\$278,351.09
OBERHOFFER, BETH A	IN DISTRICT TRAVEL	\$179.69
OERTEL, JOSHUA J	IN DISTRICT TRAVEL	\$15.12
OUR REDEEMER LUTHERAN PRESCHOOL	PROF-EDUCATIONAL SERVICES	\$11,499.73
PARKER, LEVI R	IN DISTRICT TRAVEL	\$197.33
PAYROLL NET - ACH	NET PAYROLL PAYABLE	\$5,334,316.00
PAYTON, JANETTE M	IN DISTRICT TRAVEL	\$10.15
PER MAR SECURITY SERVICES	OTHER PURCH PROF SERVICES	\$341.03
PITZ, KELLI J	IN DISTRICT TRAVEL	\$10.01
PLINE, HOLLY J	IN DISTRICT TRAVEL	\$128.52
POMPS TIRE SERVICE	TRANSPORTATION TIRES	\$1,398.64
PORCIC, HANNAH R	IN DISTRICT TRAVEL	\$40.16
PREGLER-LEIBFRIED, PEGGY M	GASOLINE	\$43.43
QBS, LLC	CONTRACTED TRAINING PROVIDER	\$78.00
QUADIENT, INC.	RENTAL - OTHER	\$102.00

**Dubuque Community School District**  
**Regular Board Meeting**  
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Vendor Name	Description	Check Total
RADIO DUBUQUE, INC.	RENTAL OF EQUIP/VEHICLES	\$677.90
RECOVER HEALTH SERVICES	PROF-EDUCATIONAL SERVICES	\$4,046.71
RELAYHUB, LLC	PROF-EDUCATIONAL SERVICES	\$866.37
REPUBLIC SERVICES #897	REFUSE DISPOSAL	\$4,352.06
REUSS, JOYLYNN K	IN DISTRICT TRAVEL	\$237.93
ROBERSON, DEANNA L	IN DISTRICT TRAVEL	\$4.06
ROBEY, TRACY A	IN DISTRICT TRAVEL	\$6.09
ROCKFORD, MELANIE KAY	IN DISTRICT TRAVEL	\$112.28
ROLING, DUANE	OFFICIAL/REFEREE	\$83.50
ROSCHEN, TRICIA	IN DISTRICT TRAVEL	\$113.05
RYAN, CHERI L	IN DISTRICT TRAVEL	\$77.49
RYAN, HILLARY D	IN DISTRICT TRAVEL	\$86.45
SADLER, DENNIS JAMES	OFFICIAL/REFEREE	\$82.50
SCHILLING SUPPLY COMPANY	OTHER GENERAL SUPPLIES	\$310.50
SCHMITT, DONNA J	IN STATE TRAVEL	\$389.80
SCHMITT, KIM M	IN DISTRICT TRAVEL	\$9.59
SCHNEIDER, SARAH ALLISON	OTHER PURCH PROF SERVICES	\$190.00
SCHOOL SPECIALTY, LLC	INSTRUCTION SUPPLIES	\$161.03
SCHULTZ STRING	INSTRUCTION SUPPLIES	\$442.00
SCHULTZ, MEGAN E	IN DISTRICT TRAVEL	\$73.43
SCOTT COUNTY SHERIFF	PAYROLL DEDUCTIONS AND WITHHOLDINGS	\$81.33
SELLERS, KARMELLA H.	IN DISTRICT TRAVEL	\$12.25
SHAW, CHRISTOPHER	OFFICIAL/REFEREE	\$120.00
SHOPBOT TOOLS, INC.	INSTRUCTION SUPPLIES	\$432.41
SIMMIEN, JUSTIN R	IN DISTRICT TRAVEL	\$559.25
SIOUX CITY COMM SCHOOL DISTRICT	TUITION/LEA	\$1,956.60
SMITH, BETHANY G	IN DISTRICT TRAVEL	\$49.00
SPAHN, JULIE A	IN DISTRICT TRAVEL	\$84.00
SPIELMAN, CHARLES	OFFICIAL/REFEREE	\$786.00
STAPLES ADVANTAGE	INSTRUCTION SUPPLIES	\$67.02
STAPLES ADVANTAGE	OTHER GENERAL SUPPLIES	\$701.05
STATE DISBURSEMENT UNIT	PAYROLL DEDUCTIONS AND WITHHOLDINGS	\$1,490.92
STEFFL, MICHELLE C	IN DISTRICT TRAVEL	\$160.23
STOFFEL, KAREN M	IN DISTRICT TRAVEL	\$95.35
STOREY KENWORTHY CORP	INSTRUCTION SUPPLIES	\$12,417.72
STOREY KENWORTHY CORP	OTHER GENERAL SUPPLIES	\$25,066.28
SULLIVAN, CHRISTOPHER M	IN DISTRICT TRAVEL	\$341.74
SUPERIOR WELDING SUPPLY CO	INSTRUCTION SUPPLIES	\$1,064.07
SWIFT, JONATHAN L	IN DISTRICT TRAVEL	\$117.18
SWITZER, MICHELLE M	IN DISTRICT TRAVEL	\$9.66
SWIVL	INSTRUCTION SUPPLIES	\$147.00
TENNANT SALES AND SERVICE COMPANY	BUILDING REPAIR/MAINT	\$224.20
THE BIKE SHACK	REPAIR/MAINTENANCE	\$30.00
THE DBQ PROJECT	SOFTWARE	\$21,420.00
THE JUSTICE CENTER	PAYROLL DEDUCTIONS AND WITHHOLDINGS	\$3,946.15

**Dubuque Community School District**  
**Regular Board Meeting**  
**April 14, 2025**

Vendor Name	Description	Check Total
THOM, DAVID J	IN DISTRICT TRAVEL	\$49.63
THOMA, PAIGE C	IN DISTRICT TRAVEL	\$24.64
THREE RIVERS FS COMPANY - DYERSVILLE	LP GAS	\$396.83
TOBII DYNAVOX LLC	SOFTWARE	\$1,895.25
TRANE US, INC.	CONTRACTED TRAINING PROVIDER	\$2,125.00
TURNITIN, LLC	OTHER PURCH PROF SERVICES	\$500.00
TWS TRANSPORT LLC	PRIVATE CONTRACT BUSSING	\$300.00
UNITED PARCEL SERVICE	POSTAGE	\$253.66
UNITED WAY SERVICES	PAYROLL DEDUCTIONS AND WITHHOLDINGS	\$217.97
UNITY POINT AT HOME	PROF-EDUCATIONAL SERVICES	\$11,220.00
UNIVERSITY OF DUBUQUE	PROF-EDUCATIONAL SERVICES	\$6,571.27
US CELLULAR	TELEPHONE/DATA LINES	\$935.88
VALENTINE, ROBERT E	IN DISTRICT TRAVEL	\$54.88
VERIZON WIRELESS	TELEPHONE/DATA LINES	\$40.01
VITAL TOPCO, LP	SOFTWARE	\$63.12
VOSS PEST CONTROL INC	PEST CONTROL	\$95.00
WALECH, KATHLEEN M	OTHER GENERAL SUPPLIES	\$75.88
WALL, AMANDA M	IN DISTRICT TRAVEL	\$39.13
WAYSIDE PUBLISHING	SOFTWARE	\$37.60
WAYWARD SOCIAL	STUDENT ENTRY FEES	\$200.00
WEILAND, KRISTIN L	IN DISTRICT TRAVEL	\$27.09
WELLMARK BLUE CROSS BLUE SHIELD OF IOWA	PAYROLL DEDUCTIONS AND WITHHOLDINGS	\$968,218.92
WEST MUSIC COMPANY	INSTRUCTION SUPPLIES	\$345.64
WEST MUSIC COMPANY	MACHINERY/EQUIPMENT	\$1,726.46
WEST MUSIC COMPANY	REPAIR/MAINTENANCE	\$466.40
WESTERN GOVERNORS UNIVERSITY	TUITION/COLLEGE	\$12,075.00
WESTMARK, JENNIFER A	IN STATE TRAVEL	\$84.70
WIDMEIER, RITA M	IN DISTRICT TRAVEL	\$253.05
WILLIAMS, ANNE P	IN DISTRICT TRAVEL	\$16.87
WINDSTAR LINES, INC.	PRIVATE CONTRACT BUSSING	\$17,299.50
WINGER, WENDY G	IN STATE TRAVEL	\$286.48
WISC SUPPORT COLLECTIONS TRUST	PAYROLL DEDUCTIONS AND WITHHOLDINGS	\$1,583.00
YOUNG-UNS CHILD CARE CENTER & PRESCHOOL	PROF-EDUCATIONAL SERVICES	\$22,588.75
<b>Fund Total:</b>		<b>\$11,630,932.80</b>
<b>Fund: MANAGEMENT LEVY</b>		
MEDICAL ASSOCIATES HMO (EMPLOYEE)	MEDICAL INSURANCE	\$15,146.72
WELLMARK BLUE CROSS BLUE SHIELD OF IOWA	MEDICAL INSURANCE	\$22,797.11
<b>Fund Total:</b>		<b>\$37,943.83</b>
<b>Fund: PHYSICAL PLANT/EQUIP LEVY</b>		
A-ONE GEOTHERMAL INC	F/A OTHER PROPERTY SERV	\$6,650.00
ADA ENTERPRISES INC	FURNITURE/FIXTURES	\$4,122.00
ANIXTER, INC.	BLDG CONSTRUCTION SUPPLY	\$1,186.25
AVALON BODY SHOP INC	VEHICLE REPAIR/MAINT	\$10,797.02



# Dubuque Community School District

## Regular Board Meeting

April 14, 2025

Vendor Name	Description	Check Total
CHURCH OF THE NATIVITY	RENTAL LAND/BUILDINGS	\$800.00
CRESCENT ELECTRIC SUPPLY CO	OTHER PROPERTY SERVICES	\$2,900.86
DUBUQUE FIRE EQUIPMENT, INC	OTHER PURCH PROF SERVICES	\$730.00
EMCASCO INSURANCE COMPANY	VEHICLE REPAIR/MAINT	\$2,500.00
GEISLER BROTHERS CO.	OTHER PROPERTY SERVICES	\$2,171.60
GLOBALCOM TECHNOLOGIES	OTHER PURCH PROF SERVICES	\$5,145.00
HARRIS N.A.	BLDG CONSTRUCTION SUPPLY	\$1,334.83
HARRIS N.A.	CAPITALIZED FIXED ASSETS	\$5,662.79
HARRIS N.A.	CONSTRUCTION SERVICES	\$131.04
HARRIS N.A.	MACHINERY/EQUIPMENT	\$1,257.66
HARRIS N.A.	OTHER PROPERTY SERVICES	\$1,071.13
KEYSTONE AREA EDUCATION AGENCY	RENTAL LAND/BUILDINGS	\$1,400.00
MALUM, INC	OTHER PURCH PROF SERVICES	\$407,821.25
ORIGIN DESIGN CO.	ARCHITECT/CM SERVICE	\$2,626.00
ORIGIN DESIGN CO.	OTHER PROPERTY SERVICES	\$1,681.00
PLASTIC CENTER INC	RENTAL LAND/BUILDINGS	\$2,640.00
RICOH USA, INC	OTHER TECH SERVICES	\$5,069.97
TERRACON CONSULTANTS INC	OTHER PROPERTY SERVICES	\$1,875.00
TRICON CONSTRUCTION GROUP	CONSTRUCTION SERVICES	\$164,124.36
WHKS & CO.	ARCHITECT/CM SERVICE	\$4,376.89
ZEPHYR ALUMINUM PRODUCTS	CONSTRUCTION SERVICES	\$1,046.00
<b>Fund Total:</b>		<b>\$639,120.65</b>
<b>Fund: SCHOOL NUTRITION FUND</b>		
AMERICAN FIDELITY ASSURANCE COMPANY	PAYROLL DEDUCTIONS AND WITHHOLDINGS	\$147.75
EMS DETERGENT SERVICES CO	OTHER GENERAL SUPPLIES	\$2,059.48
FEDERAL TAX WITHHOLDING	PAYROLL DEDUCTIONS AND WITHHOLDINGS	\$7,069.87
FICA WITHHOLDING - EMPLOYEE	PAYROLL DEDUCTIONS AND WITHHOLDINGS	\$28,900.84
HARRIS N.A.	MACHINERY AND EQUIPMENT	\$654.07
HARRIS N.A.	OTHER GENERAL SUPPLIES	\$1,055.01
HARRIS N.A.	PURCHASED FOOD	\$67.79
IA PUBLIC EMP RETIREMENT-EMPLOYEE	PAYROLL DEDUCTIONS AND WITHHOLDINGS	\$29,597.99
ING - COMMON REMITTER	PAYROLL DEDUCTIONS AND WITHHOLDINGS	\$531.71
IOWA STATE TAX WITHHOLDING	PAYROLL DEDUCTIONS AND WITHHOLDINGS	\$2,784.24
LIME ROCK SPRINGS CO-PEPSI COLA CO.	PURCHASED FOOD	\$5,848.48
LOFFREDO FRESH PRODUCE CO. INC	OTHER GENERAL SUPPLIES	\$84.00
LOFFREDO FRESH PRODUCE CO. INC	PURCHASED FOOD	\$7,002.17
LUDESCHER, MARK	UNEARNED REVENUES	\$52.15
MADISON NATIONAL LIFE INSURANCE CO.	PAYROLL DEDUCTIONS AND WITHHOLDINGS	\$489.94
MARTIN BROTHERS DISTRIBUTING CO, INC	COMMODITIES CONSUMED	\$405.00
MARTIN BROTHERS DISTRIBUTING CO, INC	PURCHASED FOOD	\$27,473.34
MEDICAL ASSOCIATES HMO (EMPLOYEE)	PAYROLL DEDUCTIONS AND WITHHOLDINGS	\$8,124.49
MURPHY, KRISTINA	UNEARNED REVENUES	\$6.60
MURRA, STACEY	UNEARNED REVENUES	\$21.41
PAN-O-GOLD BAKING COMPANY	PURCHASED FOOD	\$6,473.80
PAYROLL NET - ACH	NET PAYROLL PAYABLE	\$152,231.41

**Dubuque Community School District**  
**Regular Board Meeting**  
**April 14, 2025**

Vendor Name	Description	Check Total
PERFORMANCE FOODSERVICE	OTHER GENERAL SUPPLIES	\$7,019.36
PERFORMANCE FOODSERVICE	PURCHASED FOOD	\$128,928.13
PJ IOWA LC	PURCHASED FOOD	\$5,437.50
PRAIRIE FARMS DAIRY, INC	PURCHASED FOOD	\$33,772.87
WELLMARK BLUE CROSS BLUE SHIELD OF IOWA	PAYROLL DEDUCTIONS AND WITHHOLDINGS	\$37,304.22
<b>Fund Total:</b>		<b>\$493,543.62</b>
<b>Fund: SECURE AN ADVANCED VISION FOR EDUCATION (SAVE)</b>		
CENTURY LINK - PHOENIX	TELEPHONE/DATA LINES	\$3,192.88
CS TECHNOLOGIES, INC.	TELEPHONE/DATA LINES	\$1,925.00
DUBUQUE SIGN COMPANY	CONSTRUCTION SERVICES	\$148.32
HARRIS N.A.	BLDG CONSTRUCTION SUPPLY	\$308.63
HARRIS N.A.	CONSTRUCTION SERVICES	\$2,208.63
HP INC	TECHNOLOGY SUPPLIES	\$1,790.00
INVISION ARCHITECTURE LTD	ARCHITECT/CM SERVICE	\$6,500.00
JOE LAURENZO CONSTRUCTION COMPANY, INC	FURNITURE/FIXTURES	\$3,180.00
MICROSOFT CORPORATION	OTHER PURCH PROF SERVICES	\$523.12
OPEN TEXT INC	OTHER PURCH PROF SERVICES	\$584.53
ORIGIN DESIGN CO.	ARCHITECT/CM SERVICE	\$14,034.50
PER MAR SECURITY SERVICES	OTHER PURCH PROF SERVICES	\$1,075.00
RACOM CORPORATION	COMPUTER HARDWARE	\$1,757.04
TRI-TECHNICAL SYSTEMS, INC.	OTHER PURCH PROF SERVICES	\$64.00
VERIZON WIRELESS	TELEPHONE/DATA LINES	\$320.10
VISIX, INC	OTHER PURCH PROF SERVICES	\$599.00
<b>Fund Total:</b>		<b>\$38,210.75</b>
<b>Fund: STUDENT ACTIVITY FUND</b>		
4:13 CAKES INC	OTHER GENERAL SUPPLIES	\$3,908.00
ADVANCE DESIGNS INC	OTHER GENERAL SUPPLIES	\$1,948.65
AMAZON CAPITAL SERVICES, INC	OTHER GENERAL SUPPLIES	\$324.07
AMES HIGH SCHOOL	STUDENT ENTRY FEES	\$100.00
BODDY, KYLE J	OTHER GENERAL SUPPLIES	\$396.92
BP CREDIT CARD CENTER	GASOLINE	\$423.24
BSN SPORTS LLC	OTHER GENERAL SUPPLIES	\$11,458.85
BUNKER HILL GOLF COURSE	OTHER GENERAL SUPPLIES	\$3,635.00
BUTTS FLORIST AND GREENHOUSE	OTHER GENERAL SUPPLIES	\$64.00
CAPITAL ONE, N.A.	OTHER GENERAL SUPPLIES	\$302.82
CENTRAL DEWITT HIGH SCHOOL	STUDENT ENTRY FEES	\$150.00
CHRISTENSEN, KURT	PROF-EDUCATIONAL SERVICES	\$525.00
COENEN, SHAWN M.	PROF-EDUCATIONAL SERVICES	\$500.00
COOPER, STEVEN ROSS	OTHER GENERAL SUPPLIES	\$270.00
DILLON, TERRY M.	PROF-EDUCATIONAL SERVICES	\$742.50
DISTRICT 20 SUPPLY CO.	OTHER GENERAL SUPPLIES	\$1,611.75
DUBUQUE SENIOR DRAMA BOOSTERS	OTHER GENERAL SUPPLIES	\$3,400.00
EIMERS, WENDELL J	OTHER GENERAL SUPPLIES	\$265.16

**Dubuque Community School District**  
**Regular Board Meeting**  
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Vendor Name	Description	Check Total
ELSMORE SWIM SHOP	OTHER GENERAL SUPPLIES	\$6,461.48
ELYSIAN ONE INC	OTHER GENERAL SUPPLIES	\$800.00
ENGRAVED GIFT COLLECTION, LLC	OTHER GENERAL SUPPLIES	\$714.60
EZ FLEX LLC	MACHINERY/EQUIPMENT	\$2,263.95
EZ FLEX LLC	OTHER GENERAL SUPPLIES	\$342.00
FEDERAL TAX WITHHOLDING	PAYROLL DEDUCTIONS AND WITHHOLDINGS	\$318.91
FICA WITHHOLDING - EMPLOYEE	PAYROLL DEDUCTIONS AND WITHHOLDINGS	\$1,016.78
HAMMERAND, JIM	OTHER GENERAL SUPPLIES	\$216.00
HAPPY JOES DELIVERY & CARRYOUT	OTHER GENERAL SUPPLIES	\$1,953.10
HARRIS N.A.	IN STATE TRAVEL	\$4,140.63
HARRIS N.A.	MACHINERY/EQUIPMENT	\$869.82
HARRIS N.A.	OTHER GENERAL SUPPLIES	\$23,601.60
HARRIS N.A.	STUDENT ENTRY FEES	\$2,868.50
HARTL, JEFF	OTHER GENERAL SUPPLIES	\$81.00
HEALEY, BEAU	PROF-EDUCATIONAL SERVICES	\$250.00
HEALEY, JACKSON	IN STATE TRAVEL	\$110.78
HEALEY, JACKSON	OTHER GENERAL SUPPLIES	\$351.38
HEALTHY ROSTER, INC.	OTHER GENERAL SUPPLIES	\$735.00
HERKELMAN, CONNER	OTHER GENERAL SUPPLIES	\$162.00
HUDL-AGILE SPORTS TECHNOLOGIES INC	OTHER GENERAL SUPPLIES	\$740.07
HY-VEE, INC.	OTHER GENERAL SUPPLIES	\$213.06
IA PUBLIC EMP RETIREMENT-EMPLOYEE	PAYROLL DEDUCTIONS AND WITHHOLDINGS	\$874.21
ILLINOIS DEPARTMENT OF REVENUE	PAYROLL DEDUCTIONS AND WITHHOLDINGS	\$10.00
INGRAM, BILL	OTHER GENERAL SUPPLIES	\$189.00
IOWA CITY HIGH	STUDENT ENTRY FEES	\$120.00
IOWA HIGH SCHOOL ATHLETIC ASSOC.	OTHER GENERAL SUPPLIES	\$65.00
IOWA HIGH SCHOOL ATHLETIC ASSOC.	OTHER GENERAL SUPPLIES	\$628.00
IOWA HIGH SCHOOL MUSIC ASSOCIATION	OTHER GENERAL SUPPLIES	\$180.00
IOWA HIGH SCHOOL MUSIC ASSOCIATION	STUDENT ENTRY FEES	\$2,090.00
IOWA HIGH SCHOOL SPEECH ASSOCIATION	OTHER GENERAL SUPPLIES	\$223.50
IOWA STATE TAX WITHHOLDING	PAYROLL DEDUCTIONS AND WITHHOLDINGS	\$99.34
IWASAKI, MASAHIRO	PROF-EDUCATIONAL SERVICES	\$637.60
JESUS, MARCUS RAMALHO	PROF-EDUCATIONAL SERVICES	\$495.00
KLINEBRIEL, JILL	PROF-EDUCATIONAL SERVICES	\$682.50
KOOPMANN, KEITH AMBROSE	OTHER GENERAL SUPPLIES	\$216.00
LAMBE, JACQUELINE A	IN DISTRICT TRAVEL	\$8.96
LIME ROCK SPRINGS CO-PEPSI COLA CO.	OTHER GENERAL SUPPLIES	\$179.76
LORAS COLLEGE	STUDENT ENTRY FEES	\$75.00
M-F ATHLETIC COMPANY	OTHER GENERAL SUPPLIES	\$479.70
MACKIE, DOUGLAS JAMES	PROF-EDUCATIONAL SERVICES	\$625.00
MENARDS INC	OTHER GENERAL SUPPLIES	\$363.24
MIDDLETON HIGH SCHOOL	STUDENT ENTRY FEES	\$200.00
MINNTEX CITRUS	OTHER GENERAL SUPPLIES	\$3,896.60
MYERS-COX COMPANY	OTHER GENERAL SUPPLIES	\$572.07
PAYROLL NET - ACH	NET PAYROLL PAYABLE	\$5,444.36

**Dubuque Community School District**  
**Regular Board Meeting**  
**April 14, 2025**

Vendor Name	Description	Check Total
PREGLER-LEIBFRIED, PEGGY M	OTHER GENERAL SUPPLIES	\$182.89
RAUEN INC	OTHER GENERAL SUPPLIES	\$601.00
RIDDELL ALL AMERICAN SPORTS CORP.	OTHER GENERAL SUPPLIES	\$2,453.00
ROEN, JEFFREY A.	OTHER GENERAL SUPPLIES	\$135.00
ROLING, DUANE	OTHER GENERAL SUPPLIES	\$297.00
RUGGEBERG, STEVE	OTHER GENERAL SUPPLIES	\$135.00
RUSH, RYAN A	OTHER GENERAL SUPPLIES	\$42.00
SCHNIER, WAYNE R.	OTHER GENERAL SUPPLIES	\$162.00
SCHUELLER, ROGER E	OTHER GENERAL SUPPLIES	\$81.00
SENIOR HIGH SCHOOL	OTHER GENERAL SUPPLIES	\$696.00
SIMMONS, TYLER	OTHER GENERAL SUPPLIES	\$270.00
SOAT, KATELYN	PROF-EDUCATIONAL SERVICES	\$625.00
SPIELMAN, CHARLES	OTHER GENERAL SUPPLIES	\$108.00
SPORTS ATTACK, LLC	OTHER GENERAL SUPPLIES	\$320.00
STEEPLETON, SCOTT R	STUDENT ENTRY FEES	\$302.00
STEPHAN, DAVID	OTHER GENERAL SUPPLIES	\$108.00
TEAM BUILDING BLOCK	OTHER GENERAL SUPPLIES	\$303.00
THOMPSON, TERRY J.	OTHER GENERAL SUPPLIES	\$297.00
UNIVERSAL CHEERLEADERS ASSOCIATION	STAFF DUES	\$67.00
UNIVERSAL CHEERLEADERS ASSOCIATION	STUDENT ENTRY FEES	\$11,820.00
UPPENA, LOGAN D	OTHER GENERAL SUPPLIES	\$81.00
UW-PLATTEVILLE MUSIC DEPARTMENT	STUDENT ENTRY FEES	\$440.00
WEILAND LUMBER	OTHER GENERAL SUPPLIES	\$1,728.00
WELTER, KENNETH	OTHER GENERAL SUPPLIES	\$162.00
WEST MUSIC COMPANY	OTHER GENERAL SUPPLIES	\$38.49
WINDSTAR LINES, INC.	PRIVATE CONTRACT BUSSING	\$5,475.00
XSAND JFK LLC	OTHER GENERAL SUPPLIES	\$3,643.36
	<b>Fund Total:</b>	<b>\$127,164.20</b>
	<b>Grand Total:</b>	<b>\$13,233,790.72</b>

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 67<sup>th</sup> G.A., 1978 Session, Official Meetings Open to Public.

- I. Complete the Following Before Starting the Meeting
- A. Date agenda was posted for meeting: April 4, 2025
  - B. Date media were emailed agenda: April 4, 2025
  - 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. D. Board Committee: **Facilities/Support Services Committee**
  - E. Date and Time of Meeting: April 7, 2025 - 4:00 p.m.
  - F. Place of Meeting: The Forum
  - 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: Dirk Hamel, Kate Parks, Lisa Wittman, Anderson Sainci, Sarah Jacobitz-Kizzier, Katie Jones (arrived at 4:11) and Nancy Bradley. District representatives present: Amy Hawkins, Rob Powers, Rick Till, Sarah Pfab, Coby Culbertson, and Lisa Demmer.

Dirk Hamel called the meeting to order at 4:03 p.m.

Agenda for April 7, 2025

Agenda was approved as submitted.

Purchase Professional Services Contracts

Riverside Technologies, Inc for purchase of 1,500 laptops for 6<sup>th</sup> and 9<sup>th</sup> grade students for an estimated cost of \$596,475.00 (553,500 for laptops, \$18,000 for services, and 25975 for cases).

Board 04.14.25

Apple Inc. for purchase of iPads for Pk-1<sup>st</sup> grade for an estimated cost of \$376,897.50 (\$340,200 for iPads and \$36,697.50 for cases). Board 04.14.25

Crayon Software Experts for purchase of 36-month Microsoft Enrollment for Education Solutions Agreement for an estimated cost of \$763,590.93 (to be paid in three installments of \$254,530.31).

Board 04.14.25

HP, Inc. for purchase of 475 HP Notebooks including professional services for staff for an estimated cost of \$316,825.00 (\$311,125 for notebooks, and \$5,700 for services). Board 04.14.25

Update on Current District Projects

**Senior High School Renovation Phase 2**

Finalizing the project and closeout documents will come to the May Facility and Support Services Committee.

**Sageville Elementary School Solar Project**

Project is complete and just waiting for the rebate check for reimbursement. Alliant Energy has increased the lower rate that Sageville is charged.

**Eisenhower Gym Addition Project**

Public hearing will be held right after the Facilities and Support Services meeting. Board 04.07.25.

**Eisenhower/Keller Roof Replacement**

Bid opening will be on May 1<sup>st</sup> at 2:00, for the project that will replace the existing roof on the Keller portion of the school. Work will begin on June 2, 2025, and be finished no later than November 19, 2025. Rob Powers showed the committee the roof replacement plans from Origin Design. Board 04.14.25.

**Irving Mechanical Remodel Project**

Public hearing will be held right after the Facilities and Support Services meeting. Board 04.07.25

**Transportation Siding Replacement Project**

Project is complete. Work continues on the punch list items and the closeout documents will be presented at the May Facilities and Support Services meeting.

**Roosevelt Bus Loop Resurfacing Project**

Materials are being staged to begin work the day after school gets out.

**Marshall Playground Replacement Project**

Materials are being staged to begin work the day after school gets out.

Update on Facility Efficiencies.

Superintendent Hawkins updated the committee of the work with Invision Architects. The community task force which represents parents from each school in the district has been meeting every month. Their mission is to evaluate the district's infrastructure and make recommendations on efficiencies. Next step is to have community input sessions, and they are scheduled for April 16<sup>th</sup> and 28<sup>th</sup> at 6:00 p.m. in the Forum Board Room. Recommendations will come from the task force in May.

Cenergistic Update

Josh Pociask updated the committee that he will begin meeting with building staff to create a summer break setback plan.

Resolution for Items Offered for Sale on GovDeals.com

Reviewed resolution for box truck that went out to bid and may be over the \$25,000 limit. If a bid over \$25,000 is received, a public hearing will be scheduled for May 5, 2025. Board 04.14.25

Certified Budget Proposal for Fiscal Year 2025-26

Lisa Demmer presented the Certified Budget Proposal. She reviewed the Supplemental State Aid history, noting that SSA is estimated at 2.0% for FY 2025-26. The budget proposal includes a slight levy rate increase from \$12.99 to \$13.04. Compared to Urban Education Network districts, the district's 2025-26 levy rate compared to the 2025-26 levy rate for other UEN districts remains second lowest. Board 04.14.25

Project Recaps for PPEL and SAVE

Lisa Demmer reviewed the Project Recaps for the Physical Plant and Equipment Levy (PPEL) and Secure An Advanced Vision for Education (SAVE) funds.

Other Items

No other items.

The next meeting was scheduled for Monday, May 5, 2025.

The meeting adjourned at 4:51 p.m.

Carolyn Mauss,

Secretary Board of Education

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

Name	Resignation Received	Effective	Date of Hire	School/Position	Reason
Hohmann, Jill	3/26/25	5/30/25	8/15/22	Lincoln/Title I	Relocating
Mueller, Kristin	3/28/25	5/30/25	8/15/24	Washington/Sp Ed MC	Personal
Roe, Harmony	3/24/25	5/30/25	8/7/20	Hempstead/Mathematics	Other Employment

**B. Classified**

Dress, Julie	3/13/25	3/13/25	8/5/24	Transportation/Bus Driver	Other Employment
Fountain, Lyfe	3/18/25	03/18/25	8/22/24	Jefferson/MC Paraprofessional	Personal
Kartman, Jodi	3/25/25	4/4/25	8/29/23	Eisenhower/MC Paraprofessional	Other Employment
Kutsch, Chona	3/17/25	3/28/25	8/22/24	Jefferson/MC Paraprofessional	Personal
Massey, Lori	3/31/25	4/1/25	8/22/23	Audubon/MC Paraprofessional	Personal
McDonald, Molly	4/9/25	4/9/25	8/13/24	Washington/ Life Coach	Personal
Reel, Hannah	3/5/25	3/5/25	8/22/24	Hempstead/MC Paraprofessional	Personal
Semenovych, Valentyn	3/7/25	3/25/25	9/23/25	Jefferson/MC Paraprofessional	Relocating
Splinter, Kylee	3/27/25	4/10/25	8/22/24	Hempstead/MC Paraprofessional	Personal

**C. Teacher Coach**

Haas, Brock	4/3/25	6/30/25	8/12/14	Hempstead/Strength & Conditioning	Personal
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**D. Coach**

Reel, Hannah	3/5/25	3/5/25	8/22/24	Senior/Varsity Asst Girls Wrestling	Personal
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**ITEM II - RETIREMENT INCENTIVE – Recommended for Approval**

Name	Application Received	Effective	Date of Hire	School	Position
Bakey, Jane	3/20/25	5/29/25	8/23/99	Seedlings	ECSE Paraprofessional
Grobstick, Dennis	3/7/25	6/30/25	7/5/2005	Senior	Head Custodian
Wild, Betsy	3/4/25	5/29/25	8/12/05	Roosevelt	Food Service Worker

**ITEM III – ADMINISTRATOR APPOINTMENT – Recommended for Approval**

Name	School	Assignment	Replacing	Salary
Deutsch, Curt	Hempstead	Assistant Principal	Schwaegler	TBD

\*Salary will be determined for FY 25/26 after Board approval

**ITEM III - INITIAL APPOINTMENTS – Recommended for Approval****A. Teachers**

Name	College	Previous Employment	School/ Assignment	Replacing	Recommended By	Salary	
						Scale	Amount
Rexroat, Briana	Western Illinois	Macomb HS	Hempstead/PE	Krug	Jorgenson/Kuhle	MA-20	\$67,620.00

\*Salary listed above is based on 24-25 salary schedule. Salary will be determined for FY 25/26 after Board approval.



**ITEM III - INITIAL APPOINTMENTS – Recommended for Approval (Continued)****B. Classified**

Name	School	Assignment	Replacing	Recommended By	Salary
David, Abigale	Irving	MC Paraprofessional	Gospodarek	Wagner/Kuhle	\$16.07
Flynn, Stephanie	Transportation	Bus Attendant	Vacancy	Bolibaugh/Kuhle	\$18.61
Henkel, Matthew	Building & Grounds	Swingshift Custodian	Block	Powers/Kuhle	\$23.29
Herselius, Alexander	Transportation	Bus Driver	Dress	Bolibaugh/Kuhle	\$22.06
Hewitt, Catherine	AVC/Table Mound	Custodian	Henkel	Powers/Kuhle	\$22.49
Kupferschmidt, Alissa	Jefferson	MC Paraprofessional	Zimiga	Lehman/Kuhle	\$16.07
Lisney-Steldt, Brock	Senior	Custodian	Witzke	Powers/Kuhle	\$22.49
Murphy, Pamela	Washington	Food Services	Huseman	Ament/Kuhle	\$16.25
Simon, Chris	Lincoln	Food Services	Camel	Ament/Kuhle	\$16.25

**ITEM IV - COACHING CONTRACTS – Recommended for Approval**

Name	School	Assignment	Replacing	Recommended By	Salary
Houselog, Anthony	Hempstead	Freshman Softball	Hodgson	Jorgenson/Kuhle	\$2,711.00
Thomas, Chad	Senior	Varsity Asst Girls Soccer	Brennan	Howes/Kuhle	\$739.25
Traver, Melissa	Roosevelt	Girls Track	Kremer	Johll/Kuhle	\$2,088.00

**ITEM V - AMENDED CONTRACTS – Recommended for Approval**

Name	School	Salary	Increase/ Decrease	New Salary	Reason
Block, John	Jefferson	\$23.59	Add \$1.44	\$25.03	Transfer
Dirks, Nichole	Carver	\$53,780.00	Add \$2,593.50	\$56,373.50	Corrected H/A Sal Sched
O,Connell, Debra	Transportation	N/A	N/A	N/A	Add .15 hrs./day
Pankow, Agnes	Transportation	N/A	N/A	N/A	Less .40 hrs./day

**ITEM VI - PROJECTS – Recommended for Approval****A. Hourly Project**

- Kindergarten Welcome Event (School Charge) Project #4571  
Table Mound  
April 24, 2025 – June 6, 2025  
10.0526.110.110.0000.000129, 10.0526.2411.000.0000.000159 - \$1,541.35

Bergfeld, Heather M
Diercks, Amanda Jo
Fazio, Alicia K
Foust, Emilie A
Frommelt, Laura L
Gudenkauf, Lana M

Herber, Amy N
Hiatt, Deidre N
Kaiser, Gavin R
Kilburg, Rachael M
Koontz, Julie M
Marty, Paula J

**ITEM VI - PROJECTS – Recommended for Approval (Continued)**

2. CGI Training (School Charge) Project #4572  
Marshall  
June 2, 2025 – June 5, 2025  
10.0508.1200.431.4501.000129 - \$26,250.00

Boigenzahn, Kalie N
Donovan, Alyssa M
Esser, Bayleigh C
Felderman, Heather J
Gabriel, Megan S
Haas, Brandon M
Hefel, Ashley C
Klinkner, Tracy L
Lambe, Stephanie L
Leick, Leah K

Meadows, Elissa J
Miller, M'lis M
Northouse, Theresa
Olberding, Kayla A
Osterberger, Alli A
Perreard, Katherine
Pins, Carrie M
Roth, Andrew P
Schneider, Hannah
Schroeder, Kirsten P

Steil, Emma J
Stork, Damian J
Tauber, Karen M
Tressel, Lynne M
Tuthill, Megan A
Van Cleve, Calli A
Wall, Amanda M
Weber, Kelli A
Wiersema, Ashley L

3. HVAC Pack up (School Charge) Project #4573  
Irving  
May 31, 2025 – June 2, 2025  
10.0481.1100.110.0000.000129 - \$9,802.80

Bechen, Nicole M
Biver, Jacqueline S
Blake, Tiffany A
Bradley, Lisa M
Burke, Elissa J
Enzler, Elizabeth K
Flanagan, Christine
Foley, Ryan P
Frommelt, Brittany L
Geyer, Vanessa A
Hamilton, Bridget A
Herr, Kristina L

Hoffmann, Lindsey
Janes, Melinda L
Kiefer, Wendy S
Klinkner, Tracy L
Lammer, Scott M
Lech, Kayla L
Lynch, Joann
Malott, Angella M
Murphy, Megan E
Pfeiler, Jordyn M
Ricke, Tonia M
Ruba, Daniel P

Schack, Chelsea M
Schmechel, Meredith
Siegert, Brent A
Siegert, Patricia L
Thiele, Hannah E
Thole, Lisa A
Tuthill, Michelle M
Virtue, Laura A
Voseberg, Anna M
Wahlert, Shelby A
Williams, Heather A
Winkel, Dirk F

4. TAP Program (District Charge) Project #4574  
Districtwide  
June 13, 2025 – June 30, 2025  
10.9331.1200.211.4598.000109 - \$950.00

5. Transition Program (District Charge) Project #4575  
Districtwide  
June 9, 2025 – June 30, 2025  
10.9331.1200.219.3305.000129, 10.9331.1200.219.3305.000109 - \$7,200.00

Breitbach, Terrance
McCrary, James

**ITEM VI - PROJECTS – Recommended for Approval (Continued)**

6. Collaborative Planning (School Charge) Project #4576  
Marshall  
April 15, 2025 – June 30, 2025  
10.0508.1200.431.4501.000129 - \$14,518.00

Boigenzahn, Kalie N
Donovan, Alyssa M
Esser, Bayleigh C
Felderman, Heather J
Gabriel, Megan S
Haas, Brandon M
Hefel, Ashley C
Klinkner, Tracy L
Lambe, Stephanie L
Leick, Leah K

Meadows, Elissa J
Miller, M'lis M
Northouse, Theresa
Olberding, Kayla A
Osterberger, Alli A
Perreard, Katherine
Pins, Carrie M
Roth, Andrew P
Schneider, Hannah
Schroeder, Kirsten P

Steil, Emma J
Stork, Damian J
Tauber, Karen M
Tressel, Lynne M
Tuthill, Megan A
Van Cleve, Calli A
Wall, Amanda M
Weber, Kelli A
Wiersema, Ashley L

7. CGI Training (School Charge) Project #4577  
Audubon  
June 2, 2025 – June 5, 2025  
10.0418.1200.431.4501.000129 - \$34,377.00

Ahlbach, Laura R
Bergquist, Jean M
Brokus, Michelle T
Cavanaugh, Leah D
Clemen, Tara R
Culbertson, Hayleigh
Dirks-Bahl, Jody
Edminster, Isabella R
Fiedler, Marianne E
Galliart, Rachel E
Godel, Rosette

Hernandez, Amy K
Kann, Paula L
Koch, Noel P
Kruse, Samantha M
Leibold, Jaclyn M
Martin, Kayla C
Mctague, Amanda J
Miller, Alisha D
Murphy, Natalie M
Odell, Stacie A
Ostrander, Kristie A

Parcell, Kayla M
Pfaff, Amanda M
Pregler, Lauren S
Rawal, Mandy M
Schrader, Emily S
Schute, Tina M
Sigwarth, Meggan A
Speer, Heather L
Venditti, Grace E
Vogts, Theresa Joann
Wohlers, Annette L

8. Creating GT/Advanced Learners Professional Modules (District Charge) Project #4578  
Districtwide  
April 7, 2025 – April 30, 2025  
10.9334.1100.110.0000.000129 - \$1,192.24

Jensen, Janet
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9. BLT Meetings (School Charge) Project #4579  
Irving  
April 10, 2025 – June 15, 2025  
10.0481.1100.110.0000.000129 - \$1,614.78

Bechen, Nicole M
Hamilton, Bridget A
Herr, Kristina L

Lech, Kayla L
Malott, Angella M
Schmechel, Meredith

**ITEM VI - PROJECTS – Recommended for Approval (Continued)**

10. Kindergarten Welcome Event (School Charge) Project #4580  
Eisenhower  
April 25, 2025  
10.0436.1100.110.0000.000109, 10.0436.1100.110.0000.000129, 10.0436.2411.000.0000.000159,  
10.0436.2134.000.0000.000139 - \$1,000.00

Astgen, Katie J
Banigan, Julie A
Cleland, Brianna R
David, Taresa L
Deardorff, Leigh M
Denman, Celeste M
Hess Feldmann, Tammy
Jones, Rebecca W
Krause, Aulanda L
Ohara-Kremers, Stacey

Ott, Bridget M
Persinger, Jessica L
Potts, Jennifer L
Powers, Molly K
Rath, Heather L
Sabers, Cathy A
Stribling, Victor D
Summer, Molly A
Wroblewski, Shannon

11. Nursing Services for Track Meet (District Charge) Project #4581  
Elementary  
May 5, 2025  
10.9199.2134.920.6740.000139, 10.9199.2134.920.6840.000139 - \$300.00

TBD
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12. Kindergarten Welcome Night (School Charge) Project #4582  
Carver  
April 24, 2025 – May 7, 2025  
10.0409.1100.110.0000.000129, 10.0409.1100.110.0000.000109, 10.0409.2411.000.0000.000159,  
10.0409.2134.000.0000.000139 - \$3,000.00

Calvert, Jordan P
Ellerbach, Kathlyn A
Fitzpatrick, Megan L
Fuchs, Catherine F
Hunold, Carrie S
Kirman, Amy L

Korman, Emily R
Kueter, Katherine M
Lammer, Julie A
Millius, Patricia J
Moeggenberg, Brandi L
Neumann, Becky E

Noonan, Robin A
Roen, Kelly J
Schemmel, Rebecca L
Schmitt, Donna J
Streets, Dawn M
Vermeulen, Beth M

13. Admin Assistant Training (Department Charge) Project #4583  
Food & Nutrition  
April 28, 2025 – May 16, 2025  
10.9143.2510.000.8160.000159 - \$1,206.28

**B. Updated Projects**

1. Hempstead IEP Meetings (School Charge) Project #4410

Gieseman, Morgan
Wille, Anna
Zmudka, Lucas

**ITEM VI - PROJECTS – Recommended for Approval (Continued)**

2. Hempstead Department Chairs (School Charge) Project #4412  
Increase Total Cost by \$1,000.00
3. DSHS Friday Trainings (School Charge) Project #4437  
Increase Total Cost by \$450.00
4. Hoover BLT Meeting (School Charge) Project #4531  
Increase Total Cost by \$5,000.00

Bechen, Nicole M
Biver, Jacqueline S
Blake, Tiffany A
Caldwell, Terri
Culbertson, Jayme L
Donath, Jennifer L
Droessler, Angie M
Gallucci, Valerie K
Geyer, Vanessa A
Gilligan, Meg E
Hamilton, Bridget A
Hoffmann, Lindsey L
Hilkin, Tara
Jokiel, Karla
Kiefer, Wendy S
Kimm, Nicole F
Klinkner, Tracy L
Korman, Emily R

Lammer, Julie A
Lammer, Scott M
Lech, Kayla L
Malott, Angella M
May, Sara B
Mctague, Amanda J
Murphy, Megan E
Noonan, Susie
Potts, Jennifer L
Powers, Molly K
Schack, Chelsea M
Schaul, Kristal
Schmechel, Meredith A
Summer, Molly A
Thole, Lisa A
Voseberg, Anna
Zell, Amanda

**C. Stipends**

1. Piano Tuning (School Charge)  
Washington  
May 14, 2025  
10.0218.1100.110.0000.000129 - \$125.00

Tyler, Roger
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2. Piano Tuning (School Charge)  
Irving  
March 20, 2025  
10.0481.1100.110.0000.000129 - \$120.00

Backes, Natalie
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3. Official for Run N Slam Basketball (Activities Charge)  
Senior  
March 10, 2025 – March 25, 2025  
21.0109.1400.920.6710.000129 - \$108.00

**ITEM VI - PROJECTS – Recommended for Approval (Continued)**

4. Baseball/Softball Field Maintenance (District Charge)  
High Schools  
April 28, 2025 – June 30, 2025  
10.9199.1400.920.6730.000129, 10.9199.1400.920.6835.000129 - \$3,200.00

Brandel, Jeff
Hefel, Mark
Rapp, Jeff
Saeugling, Tyler

5. Track Meet Manager and Record Keeper (District Charge)  
Districtwide  
April 1, 2025 – May 23, 2025  
10.9199.1400.920.6740.000129, 10.9199.1400.920.6840.000129 - \$500.00

Cook, Brent
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6. Track Meet (District Charge)  
Elementary  
April 7, 2025 – May 5, 2025  
10.9199.1400.920.6740.000129, 10.9199.1400.920.6840.000129 - \$1,000.00

Boals, Brianne
Hamilton, Chad

**ITEM VII - TRANSFERS – For Information Only**

- A. Classified

Name	From	To
Alexander, Penny	AVC/Table Mound/Custodian	Table Mound/Custodian
Block, John	Building & Grounds/Swingshift Custodian	Jefferson/Head Custodian
Busack, Randall	Marshall/Custodian	Hoover/Custodian
Heyer, Brett	Transportation/ Route Driver	Transportation/ Sub Driver
Kamm, Marsha	Transportation/ Route Attendant	Transportation/ Relief Attendant

**Dubuque Community School District**  
**Board Meeting**  
**APRIL 14, 2025**

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.

<b>Provider</b>	<b>Description</b>	<b>Estimated Cost</b>	<b>Funding</b>	<b>Purchase or Professional Service Contract</b>
Apple Inc	iPads & Cases for PK-1	\$376,897.50	Fund 33	Purchase
Crayon Software Experts	Microsoft Enrollment for Education Solutions	\$763,590.93	Fund 33	Professional
HP Inc.	Staff Devices	\$316,825.00	Fund 33	Purchase
Riverside Technologies	Student Devices for 6th & 9 <sup>th</sup> Grade	\$596,475.00	Fund 33	Purchase
Xello	Career Information System	\$101,372.70	Fund 10	Professional
95 Percent Group	Student Data Privacy Agreement	---	---	Professional
A-1 Mobile Storage Service	Rental Agreement	\$690.00	Fund 33	Professional
Clarke University	Student Nursing Agreement for 2025-26 School Year	---	---	Professional
Dbq Project	Online Subscription Renewal Agreement Addendum	\$21,420.00	Fund 10	Professional
City of Dubuque	PEG Access Channel Operator Equipment Grant Agreement	\$16,000.00	Grant	Purchase
INVISION Architecture	Professional Services Agreement Amendment	\$78,000.00	Fund 33	Professional
Iowa Dept of Human Services	Medicaid Cooperative Agreement	---	---	Professional
Loras College	Clinical Practicum & School Counseling Intern Agreement	---	---	Professional
New Teacher Center	Services Agreement	\$5,000.00	Fund 10	Professional
Q Casino	Facility Rental Contract	\$750.00	Fund 10	Professional
Tom Roth Hypnosis	Hypnosis Show Agreement for Hempstead High School	\$900.00	Fund 21	Professional
Tri State Travel	Charter Contract for Senior High School on 4/29/25	\$1,750.00	Fund 10	Professional
University of Dubuque	Facility Rental Agreement for 4/15/25	\$300.00	Fund 21	Professional
Vertiv	Post Warranty Coverage Service Agreement	\$7,337.87	Fund 33	Professional
Xello	Student Data Privacy Agreement	---	---	Professional

# Dubuque Community School District

## Request Board Approval for Purchase/Professional Service Contract

### Type of Contract (check one):

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

**Provider:** Apple, Inc.

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

**Provider:** \_\_\_\_\_

### Brief Description of Contract:

11<sup>th</sup> Generation iPads and cases to replace devices at the elementary level, specifically for grades  
PK-1 (\$340,200 for iPads, \$36,697.50 for cases)

---

### Estimated Cost:

\$376,897.50

### Effective Date:

2025-2026 School Year

### Source of Funding:

☐ Special Education

☐ Talented and Gifted

☐ Dropout Prevention

☐ General Education

☒ Other Secure an Advanced Vision for Education

### Budget Code:

10.9334.1100.110.0000.000655

### Recommended by:

Coby Culbertson, Chief Technology Officer  
Principal or Program/Grant Coordinator

**Date:** March 28, 2025

### Please submit this form to:

**Professional Service Contracts for Professional Development – Jean Pfeiler, Forum Human  
Resources Office, [jpfeiler@dbqschools.org](mailto:jpfeiler@dbqschools.org)**

**Purchase Contracts and Professional Service Contracts for Student Services – Sarah Pfab,  
Forum Business Office, [spfab@dbqschools.org](mailto:spfab@dbqschools.org)**

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_ Facilities/Support Services Committee Review/Approval Date

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_ Board Approval Date

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_ Approval Forwarded to District Administrator Overseeing Contract

Requisition # \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_ Completed copy to Carrie Mauss for Official Board Book



# Dubuque Community School District

## Request Board Approval for Purchase/Professional Service Contract

### Type of Contract (check one):

☐ Purchase Contract (renewal) for \$150,000 or more  
(purchase of goods or materials)

Provider: \_\_\_\_\_

☒ Professional Service Contract (renewal) for \$150,000 or more  
(professional services from an independent contractor)

Provider: Crayon Software Experts

### Brief Description of Contract:

36-month Microsoft Enrollment for Education Solutions (EES) agreement

### Estimated Cost:

\$763,590.93 (to be paid in three annual installments of \$254,530.31)

### Effective Date:

May 1, 2025

### Source of Funding:

☐ Special Education    ☐ Talented and Gifted    ☐ Dropout Prevention    ☐ General Education  
☒ Other    Secure an Advanced Vision for Education (SAVE)

### Budget Code:

33.9199.2589.000.0000.000349

### Recommended by:

Coby Culbertson, Chief Technology Officer  
Principal or Program/Grant Coordinator

Date: March 28, 2025

### Please submit this form to:

**Professional Service Contracts for Professional Development – Jean Pfeiler, Forum Human Resources Office, [jpfeiler@dbqschools.org](mailto:jpfeiler@dbqschools.org)**

**Purchase Contracts and Professional Service Contracts for Student Services – Sarah Pfab, Forum Business Office, [spfab@dbqschools.org](mailto:spfab@dbqschools.org)**

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_ Facilities/Support Services Committee Review/Approval Date

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_ Board Approval Date

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_ Approval Forwarded to District Administrator Overseeing Contract

Requisition # \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_ Completed copy to Carrie Mauss for Official Board Book

# Dubuque Community School District

## Request Board Approval for Purchase/Professional Service Contract

### Type of Contract (check one):

- ☒ Purchase Contract (new) for \$100,000 or more  
(purchase of goods or materials) **Provider:** HP Inc.
- ☐ Professional Service Contract (new) for \$100,000 or more **Provider:** \_\_\_\_\_  
(professional services from an independent contractor)

### Brief Description of Contract:

Purchase of 475 HP ProBook 440 G11 Notebooks, including Professional Services for staff (\$311,125 for notebooks, \$5,700 for services)

---

### Estimated Cost:

\$316,825.00

### Effective Date:

2025-2026 School Year

### Source of Funding:

- ☐ Special Education    ☐ Talented and Gifted    ☐ Dropout Prevention    ☐ General Education
- ☒ Other Secure and Advanced Vision for Education

### Budget Code:

33.9199.2589.110.0000.000734

### Recommended by:

Coby Culbertson, Chief Technology Officer  
Principal or Program/Grant Coordinator

**Date:** April 3, 2025

### Please submit this form to:

**Professional Service Contracts for Professional Development – Jean Pfeiler, Forum Human Resources Office, [jpfeiler@dbqschools.org](mailto:jpfeiler@dbqschools.org)**

**Purchase Contracts and Professional Service Contracts for Student Services – Sarah Pfab, Forum Business Office, [spfab@dbqschools.org](mailto:spfab@dbqschools.org)**

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// \_\_\_\_\_ Facilities/Support Services Committee Review/Approval Date

// \_\_\_\_\_ Board Approval Date

// \_\_\_\_\_ Approval Forwarded to District Administrator Overseeing Contract

Requisition \_\_\_\_\_ Date   /  /  

// \_\_\_\_\_ Completed copy to Carrie Mauss for Official Board Book

# Dubuque Community School District

## Request Board Approval for Purchase/Professional Service Contract

### Type of Contract (check one):

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

**Provider:** Riverside Technologies, Inc

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

**Provider:** \_\_\_\_\_

### Brief Description of Contract:

Purchase of 1,500 Pro x360 Fortis 11 G11 11.6" Touchscreen Convertible 2-in-1 Notebooks, including Professional Services and 925 Carrying Cases, for 6<sup>th</sup> and 9<sup>th</sup> grade students (\$553,500 for notebooks, \$18,000 for services, \$24,975 for cases)

---

### Estimated Cost:

\$596,475.00

### Effective Date:

2025-2026 School Year

### Source of Funding:

☐ Special Education

☐ Talented and Gifted

☐ Dropout Prevention

☐ General Education

☒ Other Secure and Advanced Vision for Education

### Budget Code:

33.xxxx.1100.110.0000.000655

### Recommended by:

Coby Culbertson, Chief Technology Officer  
Principal or Program/Grant Coordinator

**Date:** March 28, 2025

### Please submit this form to:

**Professional Service Contracts for Professional Development – Jean Pfeiler, Forum Human Resources Office, [jpfeiler@dbqschools.org](mailto:jpfeiler@dbqschools.org)**

**Purchase Contracts and Professional Service Contracts for Student Services – Sarah Pfab, Forum Business Office, [spfab@dbqschools.org](mailto:spfab@dbqschools.org)**

// \_\_\_\_\_ Facilities/Support Services Committee Review/Approval Date

// \_\_\_\_\_ Board Approval Date

// \_\_\_\_\_ Approval Forwarded to District Administrator Overseeing Contract

Requisition \_\_\_\_\_ Date     /     /    

// \_\_\_\_\_ Completed copy to Carrie Mauss for Official Board Book

# Dubuque Community School District

Curriculum

## Request Board Approval for Purchase/Professional Service Contract

### Type of Contract (check one):

- ☒ Purchase Contract (new) for \$100,000 or more (purchase of goods or materials) **Provider:** Xello
- ☐ Professional Service Contract (new) for \$100,000 or more (professional services) **Provider:** \_\_\_\_\_

### Brief Description of Contract:

• I would like to request that the attached item be included for board approval at the April meeting. This approval will allow us to begin implementation within our technology systems this year, ensuring that we are ready to use the system at the start of the next school year. The official contract term would August 1, 2025.

#### Agreement Details:

- Vendor: Xello (Career Information System) – Required by Iowa Code
- Current System: Kuder Navigator
- Annual Cost: ~\$34,000 (compared to ~\$20,000 per year for Kuder)
- Contract Term: Three years
- Key Benefits of Xello Over Kuder:
  - o Embedded lessons for ICAP (Individual Career and Academic Planning) implementation
  - o Integration with Infinite Campus for student accounts and course planning

A team of stakeholders has evaluated options over the past four months, and there is consensus that Xello is the best solution.

I was able to work with Xello to acquire a price over three years that falls below their current increased pricing structure.

The district intends to contract with Xello, a third-party provider of college and career readiness services, to support students in grades 6–12 through the implementation of Iowa’s Individual Career and Academic Planning (ICAP) requirements. Xello provides an online platform that allows students to explore careers, set goals, develop academic plans aligned to career pathways, and build essential employability and life skills.

- o The platform includes:
  - o Career and college exploration tools aligned to labor market data.
  - o Interactive student portfolios that capture interests, skills, and goals.
  - o Embedded curriculum and lessons that support ICAP competencies and student engagement.
  - o Course planning tools integrated with the district's Student Information System (SIS).
  - o Reporting features for staff to monitor student progress and support equity in access.
  - o Parent and educator dashboards for collaborative support of student planning.
- o The district will use Xello to enhance its career development programming, ensure compliance with state-mandated ICAP processes, and increase student engagement and readiness for postsecondary success.

**Estimated Cost:**

\$101,372.70

**Effective Date:**

August 1, 2025

**Source of Funding:**

☐ Special Education      ☐ Talented and Gifted      ☐ Dropout Prevention      ☒ General Education  
☐ Other \_\_\_\_\_

**Budget Code:**

**Recommended by:**

David Moeller

Principal or Program/Grant Coordinator

Date: 3/26/2025

**Please submit this form to:**

**Professional Service Contracts for Professional Development – Jean Pfeiler, Forum Human Resources Office, [jpfeiler@dbqschools.org](mailto:jpfeiler@dbqschools.org)**

**Purchase Contracts and Professional Service Contracts for Student Services – Sarah Pfab, Forum Business Office, [spfab@dbqschools.org](mailto:spfab@dbqschools.org)**

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_ Educational Programs/Policy Committee Review/Approval Date  
\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_ Board Approval Date  
\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_ Approval Forwarded to District Administrator Overseeing Contract  
Requisition #\_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_\_  
\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_ Completed copy to Carrie Mauss for Official Board Book



March 10, 2025

To Whom It May Concern:

The breakdown below outlines agreed upon annual pricing for the duration of Dubuque Community Schools's **3-year** contract term with Xello - **August 1, 2025 - July 31, 2028**. The annual per-unit prices are guaranteed during the time of this contract and will be invoiced annually (as broken down in the attached table). The rates for these services will not be increased by Xello for any reason.

Total Annual Contract price will only change if Dubuque Community Schools wishes to:

- Add new services
- Add additional schools throughout the duration of the contract term (student counts are re-visited annually to ensure accuracy)

In these cases, Xello will provide clear annual pricing for new services, remove services and/or adjust student counts where applicable to reflect desired changes for the remaining duration of the contract term.

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By signing below, I confirm that I am an Authorized Administrator for my Organization and that on behalf of my Organization I agree to the [Xello Terms of Use](#) which shall become effective as of the current date. By signing below, I am agreeing to enter a **3-year** agreement with Xello as outlined above.

**Dubuque Community Schools**

Name:

---

Title:

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Date:

---

Signature:

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**Xello Inc.**

Name: Yulia Maikher

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Title: Education Sales Consultant

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Date: March 10, 2025

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Signature:

*Yulia Maikher*

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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 67<sup>th</sup> G.A., 1978 Session, Official Meetings Open to Public.

- I. Complete the Following Before Starting the Meeting
- A. Date agenda was posted for meeting: April 4, 2025
  - B. Date media was emailed agenda: April 4, 2025
  - C. Board Committee: **Educational Programs/Policy Committee**
  - D. Date and Time of Meeting: **April 9, 2025, at 4:00 p.m.**
  - E. Place of Meeting: **The Forum, 2300 Chaney Road**
  - 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: Dirk Hamel and Anderson Sainci, Nancy Bradley, Kate Parks, Katie Jones, and Lisa Wittman. District representatives present: Amy Hawkins, Brian Kuhle, David Moeller, Becky Fellenzer, Mimi Holesinger, Val Loewenberg, Mark Burns, Melissa Cook, Natalie Nemmers, and Mark McCarthy

Katie Jones called the meeting to order at 4:00 p.m.

EDUCATIONAL PROGRAMS

Dubuque Online School Update – Val Loewenberg, Principal at the Dubuque Online School (DOS) provided an update to the committee. Any student who resides in the state of Iowa may apply for district-to-district open enrollment or in-district transfer. Currently, there are about three-hundred twenty-six 6-12<sup>th</sup> grade students who participate in online learning with thirty-three of those students enrolled from other districts in Iowa. Online learning began in the fall of 2022 with two-hundred and seventy-two students and now has grown each year since. Eleven full-time teachers provide learning in addition to specialists that are shared with Jefferson Middle School. Online instruction is delivered through a combination of live virtual classes as well on on-demand classes. Natalie Nemmers, DOS counselor and teacher Mark McCarthy shared with the committee that the program meets students where they are at. Students attend the program for a variety of reasons including health or a need for a flexible learning schedule. The option to transition back to in person learning is also possible. Students also have additional opportunity to connect with other online students at the multi-cultural center for weekly meet ups as well as field trips and service projects. Students who graduate from the online school will receive a DOS diploma. This year graduation will be held on the Friday, May 30<sup>th</sup> at 6:00 p.m. at the Roosevelt Middle School Auditorium.

**Purchase/Professional Contract**

Xello for a three-year contract for a college and career readiness information system to support students in grades 6-12 for an estimated cost of \$101,372.70. Board 04.14.25

Policy #1001 – Anti-Bullying/Anti-Harassment

Tabled For Future Meeting

Policy #1002 – Multicultural/Nonsexist

Remove – Board 04.14.25

Policy #1003 – Cultural Proficiency Philosophy

Revised – Board 04.14.25

Policy #1005 – Anti-discrimination

Revised– Board 04.14.25

Policy #1006 – Discrimination and Harassment Based on Sex Prohibited

Revised – Board 04.14.25



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

Reviewed– Board 04.14.25

Policy #3501 – Chief Executive Officer

Reviewed – Board 04.14.25

Policy #3502 – Superintendent Qualifications, Recruitment, Appointment (NEW)

NEW – Board 04.14.25

Policy #4100 – Recruitment and Selection

Revised – Board 04.14.25

Policy #5503 – Reporting Child/Dependent Adult Abuse and Neglect

Revised – Board 04.14.25

Policy #6103 – Multicultural/Gender Fair Education (NEW)

NEW – Board 04.14.25

Next meeting will be held on May 7th, 2025.

The meeting adjourned at 5:34 p.m.

Carolyn Mauss  
Board Secretary

### Multicultural/Nonsexist

It is the policy of the Dubuque Community School District to provide equal educational and employment opportunities and not to discriminate or tolerate harassment 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 in its educational programs, activities or its employment or personnel policies. Affirmative steps should be taken to integrate students in attendance centers, programs, and classes on the basis of ethnicity, disability, and gender.

— This School District will provide program activities, a curriculum and instructional resources which reflect the ethnic, racial, and cultural diversity of individuals present in the United States and the variety of roles, careers, and life options open to individuals in our society.

— One of the objectives of this District's curriculum, programs, instructional strategies, and general services is to reduce stereotyping and to eliminate all forms of bias based on 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 curriculum, programs, instructional strategies, and services are designed to foster tolerance, respect, and appreciation of the cultural diversity of the United States. The District will utilize curriculum content and instructional materials which include an emphasis on the perspectives of the population which we serve, including legally and culturally recognized ethnic groups, women, and persons with disabilities.

— In addition, the goal of this policy is to increase the levels of awareness and sensitivity about the rights and responsibilities of all persons as members of a pluralistic civic culture.

— It is the policy of this district to affirmatively seek individuals, members of legally and culturally recognized ethnic groups, and persons with disabilities for jobs in categories in which they are historically under-represented. A harassment free and emotionally supportive environment is provided for all students and employees.

— Inquiries or grievances related to this policy may be directed to the Equity Director and Chief Human Resources Officer, The Forum, 2300 Chaney Road, Dubuque, Iowa, (563) 552-3028; to the Educational Equity Consultant, Iowa Department of Education; to the Director of the Iowa Civil Rights Commission in Des Moines; to the Region VII Office of the United States Equal Employment Opportunity Commission; or the Director of the Region VII Office of Civil Rights, U.S. Department of Education, Kansas City, Missouri.

Adopted: September 17, 1990  
Revised: March 11, 2013  
Revised: June 8, 2020

Cross References:  
Anti-harassment/Anti-bullying (1001)  
Cultural Proficiency Philosophy (1003)  
Equal Employment Opportunity Affirmative Action (4101)

### **Cultural Proficiency Philosophy**

The Dubuque Community School District is committed to developing positive relations in all its operations as an essential outcome of the learning process and to providing leadership in improving the environment for all protected classes in our schools and in the community.

This will be achieved through the following measures using a proactive approach:

- Professional learning opportunities for staff centered around cultures and cultural proficiency
- Increased communication with parents and the community to enhance relations
- Use of appropriate language that respects all cultures

Protected classes of the Iowa Safe Schools Law:

Color, creed, national origin, race, religion, marital status, sex, sexual orientation, gender identity, physical attributes, physical ability/disability, mental ability/disability, ancestry, political party preference, political belief, socioeconomic status, familial status.

Adopted: April 9, 1990  
Revised: October 14, 2013  
Reviewed: June 8, 2020

### **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

## **DISCRIMINATION GRIEVANCE PROCEDURE**

### **LEVEL ONE – Principal or Immediate Supervisor**

Students, parents of students, staff and applicants for employment in the school district will have the right to file a formal complaint alleging harassment, bullying, or discrimination under federal or state regulations requiring anti-harassment, bullying, and discrimination policies, programs, and employment.

A student, or a parent of a student, with a complaint of harassment, bullying, or discrimination based upon their age, ancestry, color, creed, familial status, 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 are encouraged to discuss it with a staff member directly involved.

Staff with a complaint of harassment, bullying, or discrimination based upon their age, ancestry, color, creed, familial status, 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 are encouraged to discuss it with their immediate supervisor, with the objective of resolving the matter informally.

An applicant for employment with a complaint of discrimination based upon their age, ancestry, color, creed, familial status, 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 are encouraged to first discuss it with the Chief Human Resources Officer.

Level One may include an informal process to resolve the situation. The complainant and alleged harasser or bully will be given the option of seeking a voluntary resolution of the incident. The process for voluntary resolution may include mediation and will only be exercised if both parties agree. If the informal process is not satisfactory to the complainant, the complainant can end the process at any time. This informal process may be skipped if the allegation is sexual violence, as mediation is not an advised process for the resolution of such cases.

### **LEVEL TWO – Superintendent's designee**

If the complaint is not resolved at LEVEL ONE to the complainant's satisfaction, the complainant may pursue the matter by notifying the Superintendent's designee in writing within ten (10) working days of the resolution at LEVEL ONE. The complainant may request a meeting with the Superintendent's designee and may be accompanied by a family member, colleague, or legal counsel. The Superintendent's designee shall then investigate the complaint and attempt to resolve it.

During the process of investigation and resolution, the respondent and target have the following rights:

- The respondent and target will have the right to a prompt, fair, and impartial investigation and resolution once notice of an incident is received.
- Investigations and resolutions of these cases shall proceed regardless of any criminal investigation or proceeding. However, a school investigation may be temporarily postponed while law enforcement gathers evidence, then should be promptly resumed

and completed. Any postponements or extensions will be communicated to the complainant and respondent. In the case of a postponement, accommodations to alleviate any negative consequences of the incident or investigation will be offered to alleged target.

- The respondent and target will have equal opportunity to participate in the investigation. This includes, but is not limited to, submitting evidence and witness statements.
- The respondent and target will be notified in writing of the outcome of the investigation.
- Both parties are provided equal appeal rights to move on to Level Three, as appropriate.

The Superintendent's designee shall, within ten (10) working days of receiving the complaint, unless extenuating circumstances prevent otherwise, file a written report with the Superintendent setting forth the Superintendent designee's resolution of the matter. Extenuating circumstances may include, but are not limited to, the unavailability of witnesses (including complainant or accused) within the time frames provided or the scope and/or severity of the complaint requires additional time for investigation.

### **LEVEL THREE – Superintendent**

If the complaint is not resolved at LEVEL TWO to the complainant's satisfaction, the complainant may pursue the matter by notifying the Superintendent in writing within ten (10) working days of the resolution at LEVEL TWO. The complainant may request a meeting with the Superintendent and may be accompanied by a family member, colleague, or legal counsel, although the Superintendent shall not be required to hold such a meeting. The Superintendent or his or her designee shall review the investigation performed at LEVELS ONE and TWO and may, if he or she deems necessary, order or conduct further investigation into the matter. The Superintendent shall, within ten (10) working days of receiving the complaint unless extenuating circumstances prevent otherwise, file a written decision resolving the matter.

### **LEVEL FOUR – School Board**

If the complainant is not satisfied with the Superintendent's decision, the complainant can file an appeal with the School Board within five (5) working days of the decision. It is within the discretion of the Board to determine whether it will hear the appeal. The decision of the School Board will be considered final.

This procedure in no way denies the right of the complainant to file a complaint with the Dubuque Human Rights Commission, the Iowa Civil Rights Commission, the Iowa Department of Education, the U.S. Department of Education Office for Civil Rights or Office of Special Education Programs, the Equal Employment Opportunity Commission, or to seek private counsel for complaints against harassment, bullying, or discrimination.

All questions regarding these procedures should be directed to:

Amy Hawkins  
Superintendent of Schools  
2300 Chaney Road  
Dubuque, Iowa 52001 (563) 552-3012  
[ahawkins@dbqschools.org](mailto:ahawkins@dbqschools.org)

**Bullying & Harassment questions  
and complaints:**

Mimi Holesinger  
Director of Behavior and Learning Support  
2300 Chaney Road  
Dubuque, Iowa 52001  
(563) 552-3105  
[mholesinger@dbqschools.org](mailto:mholesinger@dbqschools.org)

**Title II questions and complaints:**

Lisa Feltes  
Executive Director of Elementary Education  
2300 Chaney Road  
Dubuque, Iowa 52001  
(563) 552-3077  
[lfeltes@dbqschools.org](mailto:lfeltes@dbqschools.org)

**504 questions and complaints:**

Rebecca Fellenzer  
Director of Student Services  
2300 Chaney Road  
Dubuque, Iowa 52001  
(563) 552-3083  
[rfellenzer@dbqschools.org](mailto:rfellenzer@dbqschools.org)

**Employee questions:**

Brian Kuhle  
Chief Human Resources Officer  
2300 Chaney Road  
Dubuque, Iowa 52001  
(563) 552-3000  
[bkuhle@dbqschools.org](mailto:bkuhle@dbqschools.org)

## NON-DISCRIMINATION STATEMENT

The district's official non-discrimination statement shall read as follows:

### NOTICE OF NON-DISCRIMINATION

The Dubuque Community School District will not discriminate in its educational activities on the basis of age, ancestry, color, creed, familial status, 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 and provides equal access to the Boy Scouts and other designated youth groups.

The Dubuque Community School District offers Career Technical Education (CTE) programs in the following service areas:

- Applied Sciences, Technology, Engineering, and Manufacturing
- Business, Finance, Marketing, and Management
- Health Sciences
- Human Services
- Information Solutions

To be admitted for CTE courses, students must meet the necessary course prerequisites. The district will not discriminate in determining CTE admission and participation. Lack of English language skills will also not be a barrier to admission and participation in the district's CTE programs.

Please direct inquiries about this statement to the Chief Human Resources Officer, Dubuque Community Schools, 2300 Chaney Road, Dubuque, Iowa 52001-3095, 563/552-3000.



### **Discrimination and Harassment Based on Sex Prohibited**

In accordance with Title IX of the Education Amendments Act of 1972, the Dubuque Community School District prohibits sex discrimination, including sexual harassment as defined by the regulations implementing Title IX (34 C.F.R. § 106.30), against any individual participating in any education program or activity of the District. This prohibition on discrimination applies to students, employees, and applicants for employment.

The Board authorizes the Superintendent to adopt procedures for any individual to report sexual harassment to the District's Title IX Coordinator, for the provision of supportive measures to anyone who has been subjected to sexual harassment whether or not they proceed with a formal complaint under those procedures, and for the investigation and resolution of such complaints, as required by Title IX. This Title IX grievance process shall be used to respond to all complaints of sexual harassment that fall within the scope of Title IX. For complaints of sexual harassment that do not fall within the scope of Title IX, the District may still offer supportive measures to the subject of such conduct and shall apply any other policy or procedure applicable to the alleged conduct.

Any individual with questions about the District's Title IX policy and procedures, or who would like to make a report or file a formal complaint of sex discrimination or sexual harassment may contact the District's designated Title **IX** Coordinator (Director of Behavior and Learning Supports) *or the Title IX Coordinator Deputy (District Director of Athletics), or the Director of Equity*. Both can be contacted at 2300 Chaney Road, Dubuque, Iowa, (563) 552-3000 or by utilizing the contact form found on the District's website at [www.dbqschools.org/say-something](http://www.dbqschools.org/say-something).

Retaliation against a person who made a report or complaint of sexual harassment, assisted, or participated in any manner in an investigation or resolution of a sexual harassment report or complaint is strictly prohibited. Retaliation includes threats, coercion, discrimination, intimidation, reprisals, and/or adverse actions related to employment or education. Any individual who believed they have been retaliated against in violation of this Policy should immediately contact the District's Title IX Coordinator.

Adopted: September 14, 2020

## I. THE POLICY

In accordance with Title IX of the Education Amendments Act of 1972, the Dubuque Community School District prohibits sex discrimination, including sexual harassment, against any individual participating in any education program or activity of the District. This prohibition on discrimination applies to students, employees, and applicants for employment. The Board authorizes the Superintendent to adopt procedures for any individual to report sex discrimination or sexual harassment, and for the investigation and resolution of such complaints.

Any individual with questions about the District's Title IX policy and procedures, or who would like to make a report or file a formal complaint of sex discrimination or sexual harassment may contact the District's designated Title IX Coordinator, the Director of Behavior and Learning Supports or the designated back up, the District Director of Athletics. Both may be contacted at 2300 Chaney Road, (563) 552-3000 or by utilizing the contact form found on the Dubuque Community School District's website at [dbqschools.org/parents/documents/bullying-harassment discrimination/](http://dbqschools.org/parents/documents/bullying-harassment%20discrimination/)

The District will utilize this Policy and Procedure to respond to all claims of sex discrimination or sexual harassment as defined in Section II of this policy. If the District determines that a report or complaint does not allege conduct within the scope of Title IX, it may still proceed to investigate or respond to that report or complaint under any other applicable District policy or procedure.

## II. DEFINITIONS

A. **Sexual harassment** means unwelcome behavior or conduct (physical, verbal, written, electronic) that is directed at someone because of that person's sex or gender, and that meets any of the following definitions:

1. **“Quid Pro Quo” Harassment.** A District employee explicitly or implicitly conditions the provision of an aid, benefit, or service of the District on an individual's participation in unwelcome sexual conduct; **OR**
2. **Hostile Educational/Work Environment.** Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the District's education program or activity; **OR**
3. **Sexual assault.** An offense that meets the definition any one of the following offenses:
  - Rape: the penetration, no matter how slight, of the vagina or anus, with any body part or object, or oral penetration by a sex organ of another person without consent of the victim;
  - Fondling: the touching of the private body parts of another person for the purpose of sexual gratification without consent of the victim;
  - Incest: sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law; or
  - Statutory rape: sexual intercourse with a person who is under the statutory age of consent; **OR**
4. **Stalking:**
  - Purposefully engaging in a course of conduct directed at a specific person ("target") that would cause a reasonable person to fear bodily injury to, or the death of, the target or a member of the target's immediate family;

- when the person ("stalker") knows or should know that the target will be placed in reasonable fear of bodily injury to, or the death of, the target or a member of the target's immediate family by the course of conduct; and
  - the stalker's course of conduct induces fear in the target of bodily injury to, or the death of, the target or a member of the target's immediate family; **OR**
5. **Dating Violence:** violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on a consideration of:
- The length of the relationship.
  - The type of relationship.
  - The frequency of interaction between the persons involved in the relationship; **OR**
6. **Domestic Violence:** any felony or misdemeanor crime of violence committed:
- By a current or former spouse or intimate partner of the victim;
  - By a person with whom the victim shares a child in common;
  - By a person who is cohabiting with, or has cohabited with, the victim as a spouse or intimate partner;
  - By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the State of Iowa; or
  - By any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the State of Iowa.
- B. Consent** means knowing and voluntary agreement to engage in conduct or an activity with another individual. Silence or an absence of resistance does not imply consent. Past consent to engage in conduct or an activity does not imply future consent; consent can be revoked at any time. An individual who is incapacitated (e.g., when a person is asleep, unconsciousness, under the influence of drugs or alcohol, or disability) cannot give consent. Coercion, force, or the threat of either invalidates consent. Under no circumstances can a student give consent to engage in any sexual conduct or activity with an employee of the District.
- C. Complainant** means any person who alleges that they have been subjected to sexual harassment as defined by this Policy. At the time of filing a formal complaint, a complainant must be participating in or attempting to participate in the District's education program or activity.
- D. Respondent** means any person who has been reported to be the perpetrator of conduct that could constitute sexual harassment under this Policy, and over whom the District is able to exercise substantial control.

### **III. POLICY SCOPE**

This Policy applies to all persons participating in the District's education program or activity, including students and employees and applicants for employment. Under Title IX, the District has jurisdiction over locations, events or circumstances over which it substantially controls the Respondent and the context in which the harassment occurs. The District's jurisdiction is limited to conduct against a person that occurs in the United States.

Any person may make a report of sexual harassment to the District's Title IX Coordinator.

#### **IV. CONFIDENTIALITY**

The District is committed to creating an environment that encourages individuals to come forward if they have experienced or witnessed sexual harassment. However, the District cannot promise absolute confidentiality to any party. District employees cannot promise confidentiality to any student who reports possible sexual harassment to them.

The District will keep confidential the identity of any individual who has made a report or complaint of sex discrimination or sexual harassment, or has been identified as the perpetrator or respondent to any such report or complaint, or is a witness to any complaint or investigation, **except** as required to carry out the purposes of this Policy (including the conduct of any complaint resolution process), applicable law, or as permitted by the Family Educational Rights and Privacy Act ("FERPA"), 20 U.S.C. § 1232g.

#### **V. REPORTING SEXUAL MISCONDUCT, INCLUDING SEXUAL ASSAULT AND SEXUAL HARASSMENT**

##### **A. Employee Reporting Obligations**

Any District employee who witnesses or becomes aware of sexual harassment has an affirmative obligation to report immediately to the District's Title IX Coordinator or to their building principal or immediate supervisor. Failure to do so may result in disciplinary action against the employee, up to and including termination of employment.

##### **B. Reporting to Law Enforcement**

Because sexual misconduct may constitute both a violation of District policy and criminal activity, individuals who have been subject to criminal sexual misconduct may wish to report their concerns to law enforcement. An individual may proceed under this Policy whether or not they elect to report to law enforcement.

##### **C. Reporting to the District**

Any individual who wishes to make a report or file a formal complaint of sexual harassment may contact the District's Title IX Coordinator. Any individual who is subject to, witnesses, or becomes aware of alleged sexual harassment may also submit an anonymous report by utilizing the contact form found on the Dubuque Community School District's website at: [dbqschools.org/parents/documents/bullying-harassment-discrimination/](http://dbqschools.org/parents/documents/bullying-harassment-discrimination/)

**Allegations that an employee of the District has engaged in sexual harassment toward a student must be immediately reported or referred to the District's designated Level 1 Investigator, and must be handled in accordance with 281 Iowa Administrative Code Chapter 102 (Procedures for Charging and Investigating Incidents of Abuse of Students by School Employees).** The Level 1 Investigator shall be responsible for complying with the requirements of Chapter 102, including with respect to reporting the alleged conduct to law enforcement or other appropriate state agencies. The Level 1 Investigator shall work with the District's Title IX Coordinator to determine how to preserve or restore the student's access to the District's education program and activities.

#### **D. Amnesty for Complainants and Participants in Investigations**

The District will not pursue disciplinary action for improper possession or use of alcohol or other drugs against a student who reports in good faith an incident of sexual harassment, or who participates in good faith in an investigation into an incident of sexual harassment. The District may still notify the parent/guardian of the student(s) involved in such possession/use to promote the student safety and wellbeing or otherwise report such possession or use as required by law.

#### **E. Retaliation Prohibited**

Retaliation against a person who makes a report or complaint of sexual harassment, or who assists, or participates in any manner in an investigation or resolution of a sexual harassment report or complaint is strictly prohibited. Retaliation includes threats, coercion, discrimination, intimidation, reprisals, and/or adverse actions related to employment or education. Any individual who believes they have been retaliated against in violation of this Policy should immediately contact the District's Title IX Coordinator.

This Policy's antiretaliation protections do not apply to any individual who makes a materially false statement in bad faith in the course of any complaint, investigation, hearing, or other proceeding under this Policy. However, a determination that an individual made a materially false statement in bad faith must be supported by some evidence other than the determination of whether the Respondent violated this Policy alone. An individual who makes a materially false statement in bad faith may be subject to discipline up to and including suspension or expulsion of a student or termination of an employee's employment.

#### **F. Time Frames for Reporting and Response**

The District strongly encourages prompt reporting of complaints and information. While there is no time limit in invoking this Policy in responding to complaints of alleged sexual harassment, a complaint should be submitted as soon as possible after the event takes place in order to maximize the District's ability to respond promptly and equitably.

The District may not be able to fully investigate a formal complaint against an individual who is no longer affiliated with the District. Under those circumstances, the District will still consider whether it can offer supportive measures to the Complainant or proceed under another applicable law, policy, procedure, handbook provision, or rule.

In all cases, the District will conduct a prompt and equitable investigation of allegations of sexual harassment. Generally, the District will attempt to complete the investigation and make a determination regarding responsibility within forty-five (45) calendar days of receipt of a formal complaint. However, the District may alter or extend this time with notice to both parties. The time it takes to complete the resolution of a sexual harassment complaint may vary based on the complexity of the investigation and the severity and extent of the alleged conduct, as well as on whether there is a parallel criminal investigation, or if school breaks occur during the process.

### **VI. PROCESS FOR RESPONDING TO REPORTS OF SEXUAL HARASSMENT**

### **A. Initial Meeting with the Complainant**

Upon receipt of any report of sexual harassment occurring in the District's educational program or activity, the Title IX Coordinator or designee will schedule a meeting with the Complainant in order to provide the Complainant a general understanding of this Policy and to identify forms of supportive measures available to the Complainant with or without the filing of a formal complaint, and to explain the process for filing a formal complaint. The intake meeting may also involve a discussion of any specific supportive measures that may be appropriate.

At the initial intake meeting with the Complainant, the Title IX Coordinator or designee will seek to determine how the Complainant wishes to proceed. The Complainant may opt for: (1) informal resolution; (2) formal resolution; or (3) not proceeding. Supportive measures may still be offered whether or not the Complainant chooses any of these options.

If the Complainant wishes to proceed with either informal or formal resolution, a written document must be filed by the Complainant or signed by the Title IX coordinator alleging harassment against a respondent (the "formal complaint"). Where the Title IX Coordinator signs a formal complaint, the Title IX Coordinator is not the complainant or otherwise a party to a complaint proceeding under this Policy.

### **B. Informal Resolution**

Upon filing of a formal complaint, a Complainant who does not wish to pursue formal resolution may request a less formal proceeding, known as "Informal Resolution." Informal resolution is available to the parties any time prior to a determination of responsibility being issued.

Informal resolution is a voluntary process that requires the written consent of the Complainant and Respondent. The District will not require the parties to participate in the Informal Resolution process as a condition of enrollment, employment, or of any other right conferred by the District. The Title IX Coordinator will assess the severity of the alleged harassment and the potential risk for others in the District community to determine whether informal resolution may be appropriate. Informal Resolution will **never** be used to resolve allegations involving an employee sexually harassing a student.

The Title IX Coordinator will provide the parties with a written notice setting forth the allegations, the requirements of the informal resolution process set forth in this Policy, the right of any party to withdraw from the informal process and proceed with the formal grievance process at any time prior to agreeing to a resolution; and any consequences resulting from the participation in the informal process, including the records that will be maintained or could be shared by the District.

Upon receipt of written consent from the parties to participate in informal resolution, the Title IX

Coordinator will consult separately with the Complainant and Respondent and gather additional relevant information as necessary. The Title IX Coordinator may also put in place any appropriate supportive measures to protect the educational and work environment of the parties.

The Title IX Coordinator will work with parties to determine a mutually acceptable resolution to the complaint. This resolution will be reduced to writing and signed by the Complainant and the Respondent. Once signed, the written resolution becomes final and neither party can initiate the formal grievance process for the allegations in the formal complaint. The written resolution is not subject to appeal. Either party may, at any time prior to signing an informal resolution agreement, elect to end the informal resolution process and initiate formal resolution instead.

In order to promote honest, direct, communication, information disclosed during informal resolution will remain confidential, except where disclosure may be required by law or authorized in connection with duties on behalf of the District.

### **C. Formal Resolution**

Upon submission of a formal complaint, Complainant may elect to pursue a formal resolution, which is described more specifically in this section.

#### **1. Consolidation of Complaints**

The District may consolidate formal complaints of sexual harassment against more than one respondent, or by more than one complainant against one or more respondents, or by one party against another party, where the allegations arise out of the same facts or circumstances.

#### **2. Required Notices**

**Notice of Investigation.** If a Complainant elects to pursue a formal complaint, the Title IX Coordinator or designee will provide a written Notice of Investigation simultaneously to both parties notifying the parties of:

- the identities of the parties involved in the incident;
- the conduct alleged;
- the date and location of the incident;
- Respondent's entitlement to a presumption of innocence;
- The parties' rights to have an advisor of their choice at the party's expense, who may be an attorney;
- The parties' rights to review and comment on investigative evidence; and ▪  
The effect of making materially false statements in bad faith during this process.

If, during the course of investigation, the District determines that additional allegations will be investigated as part of the pending complaint, the Title IX Coordinator or designee will provide written notice of the additional allegations to any identified Complainant(s) or Respondent(s).

**Notice of Interviews, Hearings, or Other Meetings.** The Title IX Coordinator shall provide to Complainant and Respondent a written notice of the date, time, location, participants, and purpose of any interview, hearing, or meeting with sufficient time for the party to prepare.

#### **3. Dismissal**

The District shall dismiss any formal complaint made under this Policy if at any time it determines that it lacks jurisdiction under Title IX because the conduct alleged in the formal complaint:

- Would not constitute sexual harassment as defined in Section II of this policy, even if proved,
- Did not occur in the District's education program or activity; or
- Did not occur against a person in the United States.

The District, in its sole discretion, may dismiss any formal complaint under this Policy if at any time:

- The Complainant notifies the Title IX Coordinator in writing that the Complainant would like to withdraw the formal complaint or any allegations;
- The Respondent is no longer enrolled in or employed by the District; or
- Specific circumstances exist that prevent the District from gathering evidence sufficient to reach a determination as to the formal complaint or allegations. Examples include, but are not limited to, a significant passage of time from the date of the allegation(s) in the complaint to the date the complaint is filed that makes investigation impracticable, or where the Complainant has stopped participating in the process.

Dismissal of a complaint from proceeding under this Policy does not preclude the District from offering supportive measures to any party or from proceeding under any other applicable policy, procedure, rule, or handbook provision applicable to students and/or employees of the District.

Upon dismissal of any formal complaint under this section, written notice of this dismissal and the reason(s) therefor will be provided simultaneously to Complainant and Respondent.

#### **4. Investigation**

The Title IX Coordinator shall designate an Investigator to conduct an investigation into any formal complaint. The Investigator must be appropriately trained in conducting Title IX investigations, unbiased, and have no conflict of interest in the present case. The Investigator serves as a neutral factfinder, and shall interview both parties, relevant witnesses, and gather and review evidence relevant to the outcome of the complaint.

The burden of proof and the burden of gathering sufficient evidence to reach a determination of responsibility rests with the District and not with the parties. Both parties will have an equal opportunity to present witnesses and other evidence (both inculpatory and exculpatory) to the Investigator. Neither party will be restricted in their ability to discuss the allegations or to gather and present relevant evidence; provided, however, that such communications shall not constitute harassment or retaliation against any party other otherwise violate applicable law, rule, or regulation.

The Investigator will evaluate all relevant evidence, both inculpatory and exculpatory, and will not make credibility determinations based solely on a person's status as complainant, respondent or witness.

The Investigator will only access, consider, disclose, or otherwise use a party's treatment records made or maintained by a health care provider, or other records protected under a legally recognized privilege, with that party's voluntary, written consent.

Prior to completion of the Investigative Report, the Investigator will provide each party with copies of any evidence obtained by the Investigator that is directly related to the allegations in the complaint. Both parties will have ten (10) calendar days to submit a written response to the evidence to the Investigator. By accepting receipt of this information, the parties and their representatives, if any, agree that the use or dissemination of evidence for any purpose other than those directly related to the parties' participation in the Title IX grievance process is prohibited and may result in appropriate discipline in accordance with District policy.



## **5. Investigative Report**

After conducting the investigation, the Investigator will complete an investigative report that summarizes all relevant evidence, including statements and interviews with the parties and any witnesses, and any documents, records, photographs, recordings, or other evidence obtained by the investigator.

The investigative report will be distributed simultaneously to both of the parties at least ten (10) calendar days prior to a Determination of Responsibility being made.

## **6. Determination of Responsibility**

The Decision-Maker is responsible for determining whether the conduct alleged in the complaint constitutes a violation of this Policy and any other applicable District policies, procedures, handbook provisions, or rules. The Decision-Maker shall not be the Title IX Coordinator or Investigator, and must be impartial and unbiased, have no conflict of interest in the particular case, and have training required by Title IX and this policy.

After receipt of the investigative report and prior to reaching a decision, each party shall be permitted to submit to the Decision-Maker relevant questions to be asked of the other party and/or any witnesses, including those challenging the credibility of the party or witness. The Decision-Maker shall review the questions with the party or witness to whom the questions are directed, but shall not ask any questions that are irrelevant or improperly inquire about the Complainant's sexual predisposition or past sexual conduct (other than where the incidents occurred between the Complainant and Respondent and are asked for purposes of demonstrating consent, where applicable). The Decision-Maker will provide a written explanation to the party of why any question was excluded. The Decision-Maker shall provide the responses of the party or witness in writing to both parties. The parties shall be provided with an opportunity for limited additional follow-up questioning.

If any party or witness does not cooperate with responding to these questions, the Decision-Maker will not rely on any statement of that party or witness in reaching a determination of responsibility. The Decision-maker cannot draw an inference about responsibility based solely on a party's or witness's refusal to answer questions.

## **7. Standard of Proof and Determination**

The determination of whether or not a violation of this Policy occurred will be made on the preponderance of the evidence, or whether it is more likely than not that the Respondent violated this Policy.

## **8. Sanction**

Sanctions and remedies will be determined on a case-by-case basis by the Decision-Maker, where authorized to do so. Where applicable federal or state law, Board policy, contract, handbook provision, or other rule gives authority for issuing of a particular sanction to a different District decision-making body (e.g., school board, IEP team) the Decision-Maker will recommend sanctions to that decision-making body or official, or the Board for further action.

Sanctions may include, but are not limited to a written warning, suspension or expulsion of a student, or suspension or termination of an employee's employment with the District. The Decision-Maker may impose or recommend any sanction that it finds to be fair and proportionate to the violation and in accordance with Board Policy.

Remedies may include, but are not limited to, offers of counseling, training, changes or modifications to class or work schedules or assignments, provision of additional supervision, and other actions as deemed appropriate under the circumstances present in the case. The Title IX Coordinator shall be responsible for implementing any proposed remedies.

### **9. Written Determination Regarding Responsibility**

The Decision-Maker will issue a written determination regarding responsibility, which shall be determined by a preponderance of the evidence. The written determination will include:

- Identification of the allegations;
- A description of the procedural steps taken from the receipt of the formal complaint through the determination, including notifications to the parties, interviews, site visits, methods used to gather other evidence, and hearings held (if applicable);
- Findings of fact;
- Conclusions regarding the application of this Policy and any other relevant District policy, procedure, handbook provision, or rule to the facts;
- A statement of and rationale for the Decision-Maker(s) determination regarding responsibility for each allegation;
- A statement of and rationale for any disciplinary sanctions that will be imposed on Respondent, if applicable;
- A statement of and rationale for any remedies the District will provide to restore or preserve Complainant's access to the District's educational program or activity, if applicable; and
- A statement of the District's appeal policy and procedures.

The Decision-Maker will provide the written determination to the parties simultaneously. The written determination shall be final, subject to the parties' right to appeal in Section 10, below.

### **10. Appeals**

Within five (5) calendar days of delivery of the written determination to them, either party may appeal the dismissal of a formal complaint, or the Decision-Maker's written determination and/or any sanction imposed by the Decision-Maker to the Title IX Coordinator or her/his designee. Such appeals will be in writing and will be delivered to The Title IX Coordinator or her/his designee, who will deliver the appeal to the Appeal Decision-Maker. The Appeal Decision-Maker or her/his designee will determine if the written determination will be stayed pending the outcome of the appellate decision. Appeals will be limited to any of the following bases:

- A procedural irregularity that affected the outcome of the matter;
- New evidence that was not reasonably available at the time the written determination was issued that could affect the outcome of the matter; or
- The Title IX Coordinator, Investigator(s), or Decision-Maker(s) had a conflict of interest or bias that affected the outcome of the matter.

The Title IX Coordinator or her/his designee will notify both parties in writing if an appeal is received alleging one of the bases for appeal above. Both parties will be given an opportunity to submit a written statement in support of, or challenging, the written determination. The parties' written statements must be submitted within five (5) calendar days of notice of the appeal.

Except as required to explain the basis of new information, an appeal will be limited to a review of the written record of the investigation, the written determination, and the parties' written statements on appeal.

The Appeal Decision-Maker or her/his designee may affirm, reverse, or modify the written determination and/or sanctions imposed, or may remand to the Investigator or Decision-Maker for further action. A written appeal decision will be issued simultaneously to the parties describing the result of the appeal and the rationale therefor. The written appeal decision of the Appeal Decision-Maker or her/his designee is the final decision of the District, and no further appeals are permitted under this Policy.

### **C. Complainant Does Not Wish to Pursue Resolution or Requests Confidentiality**

If the Complainant does not wish to pursue formal or informal resolution and/or requests that his or her report remain confidential, the Title IX Coordinator or designee will inform the Complainant that the District's ability to respond to the alleged sexual harassment may be limited. The Title IX Coordinator or designee may weigh the Complainant's request against the following factors:

- The seriousness of the alleged sexual misconduct,
- Whether there have been other complainants of sexual misconduct against the same Respondent, and
- The Respondent's right to receive information about the allegations, including the name of the complainant.

The Title IX Coordinator may initiate a formal complaint against the wishes of the Complainant only where required by federal or state law, regulation, or rule, or where doing so is not clearly unreasonable based on known circumstances.

The Title IX Coordinator or designee will inform the Complainant if the District cannot ensure confidentiality. Even if the District cannot take disciplinary action against the Respondent because the Complainant insists on confidentiality or that the complaint not be resolved, the District reserves the authority to implement supportive measures or other appropriate actions to promote a safe learning environment for the complainant and/or the entire District community.

### **D. Advisors**

Complainants and Respondents have equivalent rights to be accompanied at any stage of the process by an advisor of their choice, who may be a parent or guardian, union representative (where applicable), other support person, or an attorney at the party's sole expense. Advisors may not answer questions on behalf of any party or otherwise participate in any interview or meeting, other than to confer with the party they are supporting/representing.

### **E. Supportive Measures**

The District may implement supportive measures to preserve or restore the Complainant's access to the District's education program or activity. Supportive measures will be individualized, provided at no cost to the parties, and are non-disciplinary in nature.

Supportive measures may include, but are not limited to:

- Counseling,

- Extension of deadlines or other course-related adjustments,
- Modifications of work or class schedules,
- Mutual restrictions on contact between the parties,
- Leaves of absence,
- Increased security and monitoring,
- Increased supervision and/or escort services, and/or
- Other similar measures.

The District may temporarily remove a student accused of violation this policy on an emergency basis, following an individualized safety and risk analysis that finds an immediate threat to the physical safety of any individual. Any student so removed will be provided with notice and an opportunity to challenge this action immediately following the removal, and any other rights conferred by law. Emergency removals must be consistent with other applicable laws. The District, in its sole discretion, may place an employee accused of violating this policy on administrative leave pending the outcome of the informal or formal complaint process.

## **VII. RESOURCES AND SERVICES FOR STUDENTS AND EMPLOYEES**

There are resources available to individuals regardless of whether or not they choose to report a violation of this Policy to the District or local law enforcement. Any person may obtain information about services and supports offered to students and employees by contacting the District's Title IX Coordinator.

### **A. Community Resources**

There are resources in the community where an individual may seek support outside of the District. Use of any of these services is solely at the discretion of the individual. The District does not make any representations regarding the effectiveness or appropriateness of any of these resources, and does not assume responsibility, financial or otherwise, for these resources.

#### **Riverview Center**

1789 Elm Street  
Dubuque, IA 52001  
563-557-0310

### **B. External Reporting Resources**

A Complainant may choose to file a complaint with the state and federal agencies listed below.

#### **Office for Civil Rights (OCR)-Chicago Office**

U.S. Department of Education Citigroup  
Center  
500 W. Madison Street, Suite 1475  
Chicago IL 60661  
Phone: (312) 730-1560  
Fax: (312) 730-1576 TDD: (877) 521-2172  
Email: [OCR.Chicago@ed.gov](mailto:OCR.Chicago@ed.gov)  
Web: [www.ed.gov/ocr](http://www.ed.gov/ocr)

#### **Equal Employment Opportunity Commission (EEOC)**

Reuss Federal Plaza

310 W. Wisconsin Avenue, Suite 800  
Milwaukee WI 53203-2292  
Phone: (800) 669-4000  
Fax: (414) 297-4133  
TTY: (800) 669-6820  
Web: [www.eeoc.gov/](http://www.eeoc.gov/)

**Iowa Civil Rights Commission (ICRC)**

Grimes State Office Building  
400 E. 14th Street  
Des Moines, IA 50319  
Toll free: (800) 457-4416  
Phone: (515) 281-4121  
Fax: (515) 242-5840  
TDD: (877) 521-2172  
Web: <https://icrc.iowa.gov/>

**Dubuque Human Rights Commission (DHRC)**

City Hall Annex  
1300 Main Street  
Dubuque, IA 52001  
Phone: (563) 589-4190  
Fax: (563) 690-6691  
TDD: (563) 589-4193

Web: <https://www.cityofdubuque.org/215/Human-Rights>

**VIII. PREVENTION, TRAINING, AND  
POLICY COMMUNICATION**

The District is committed to education, communication, and training of students and employees in order to prevent sexual harassment and to assure an appropriate response when incidents occur. The District will provide information to students and employees on:

- The definitions of sexual harassment;
- District procedures for responding to incidents of sexual harassment; and
- Employee obligation to report any sexual harassment of which the employee becomes aware.

The District will also ensure that individuals who serve as Title IX Coordinators, Title IX Investigators, Decision-Makers, Appeal Decision-Makers, and facilitators of the informal resolution process have adequate training as required by Title IX.

**IX. RECORDKEEPING**

The District will maintain the following records for seven years:

- Each sexual harassment investigation, including determinations, audio or video recordings, disciplinary sanctions, and any remedies provided to the Complainant;
- Any appeal and the result therefrom;
- Any informal resolution; and

- Materials used by the District to train Title IX Coordinators, investigators, decision-makers, and those who facilitate informal resolution under this Policy.

Additionally, the District will create and maintain for seven years:

- Any actions, including supportive measures, taken in response to a report or formal complaint of sexual harassment;
- Documentation of the basis for the District's conclusion that its response to any such report or complaint was not deliberately indifferent;
- Documentation that the District has taken measures designed to restore or preserve access to the District's educational program or activity;
- Where no supportive measures are provided to Complainant, documentation of why it was not clearly unreasonable to do so.

### **Strategic Plan / Long-range Needs Assessment**

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

### **Chief Executive Officer**

The Superintendent shall be the chief executive officer of the school district and shall have, under the direction of the Board, general supervision of all the Dubuque Community School's buildings and of all the personnel and various personnel departments of the school system. The Superintendent is responsible for the management of the schools under the Board policies, or by law, and is accountable to the Board.

The Superintendent, in his/her discretion, may delegate to other school personnel the exercise of any powers and the discharge of any duties imposed upon the Superintendent by these policies or by vote of the Board. The delegation of power or duty, however, shall not relieve the Superintendent of responsibility for the action taken under such delegation.

Adopted: May 13, 1992  
Reviewed: January 29, 2013  
Reviewed: July 16, 2018  
Reviewed: December 11, 2023



### **Superintendent Qualifications, Recruitment, Appointment**

The Board will employ a superintendent to serve as the chief executive officer of the Board, to conduct the daily operations of the school district, and to implement Board policy with the power and duties prescribed by the Board and the law.

The Board will consider applicants that meet or exceed the standards set by the Iowa Department of Education and the qualifications established in the job description for the superintendent position. In employing a superintendent, the Board will consider the qualifications, credentials and records of the applicants without regard to race, color, creed, religion, sex, national origin, age, sexual orientation or disability. In keeping with the law, however, the Board will consider the veteran status of the applicants. The Board will look closely at the training, experience, skill and demonstrated competence of qualified applicants in making its final decision.

In choosing a superintendent, the Board will also consider the school district's educational philosophy, financial situation, organizational structure, education programs, and other factors deemed relevant by the Board.

The Board may contract for assistance in the search for a superintendent.

New:

Chapter 4: PERSONNEL  
 Section 2: RECRUITMENT AND CERTIFICATION

### **Recruitment and Selection**

Recruitment of staff members of the district shall be the responsibility of the Chief Human Resources Officer, through the authority delegated by the Superintendent of Schools. In the discharge of this responsibility, the Chief Human Resources Officer shall make use of other administration and staff members as may be both practical and effective. An active effort shall be made to recruit candidates from under-represented groups, as documented in the district's current Affirmative Action Plan.

All candidates for employment shall be evaluated upon individual qualifications without regard to 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.

It shall be the responsibility of administrators and supervisors to notify the Chief Human Resources Officer to administer posting of all vacancies.

Posting shall mean that all vacancies are published on the district web site. All teaching vacancies will be posted on the [IowaWORKS.gov](http://IowaWORKS.gov), the state online state job posting system. Additional announcements of the position may occur in a manner which the superintendent believes will inform potential applicants about the position.

Selection of personnel shall begin with a screening followed by an interview process at a building level where the professional preparation, certification and professional competency of candidates will be considered.

It shall be the responsibility of the Chief Human Resources Officer to make certain that all *applicants who* have had an interview and approval by a district office administrator and that candidates' qualifications are supported by written credentials and reference checks before recommendations for appointment are submitted to the Board of Education.

For certified positions, an effort will be made to contact those teacher placement offices that have a high percent of minority graduates, especially those graduate schools that graduate a high percentage of women and minority candidates for school administration positions.

The Board will employ prospective employees after receiving a recommendation from the Chief Human Resources Officer. However, the Chief Human Resources Officer will have the authority to employ an individual on a temporary basis until a recommendation can be made and action can be taken by the Board on the position.

Adopted: March 8, 1971  
 Revised: February 12, 2018  
 Revised: December 9, 2019  
 Revised: October 9, 2023

**Recruitment and Selection**

Unanticipated vacancies during the school year may be filled by a substitute teacher but no permanent replacement appointments will be made until the vacancy has been posted for at least five (5) days.

The Chief Human Resources Officer will welcome suggestions from administrators whenever they wish special or additional recruitment efforts to secure candidates for open positions.

Administrators may use their discretion and interview or not interview unscheduled “drop-in” candidates. Such informal interviews need not be reported to the Human Resource Services office.

Administrators who call and schedule candidates for interviews shall notify the Chief Human Resources Officer to schedule a second interview within one week of the initial interview.

Principals and supervisors shall make recommendations for staff appointments to the Chief Human Resources Officer but they shall not make commitments for appointment until they receive approval by him/her.

### **Reporting Child/~~Dependent Adult~~ Abuse and Neglect**

It is the intent of the Dubuque Community Schools to comply with the state's child ~~and dependent adult~~ abuse reporting laws and with the mandatory reporting section of those laws.

Mandatory reporters include licensed school employees such as administrators, teachers, counselors, nurses, authorized coaches and para-educators. All other non-licensed school employees are permissive reporters.

Within six months of their initial employment, mandatory and permissive reporters shall complete two hours of training relating to the identification and reporting of child abuse. ~~and two hours of training related to the identification and reporting of dependent adult abuse. The employee shall complete at least one hour of additional training every three years for both child and dependent adult abuse before their certificate expires. If the additional training is completed after the certificate expires, they must complete both two-hour training sessions again. Note: All mandatory reporter training certificates issued prior to July 1, 2019, remain effective for five years. Once this certificate expires, subsequent training certificates will be valid for three years.~~

Any mandatory reporter who knows or has reasonable cause to suspect that a child ~~or dependent adult~~ has been subjected to abuse or neglect or observes the child/~~dependent adult~~ being subjected to conditions or circumstances that could result in harm or threatened harm, shall file a report with the local office Health and Human Services (hereinafter referred to as HHS).

Any permissive reporter shall report any suspicion of abuse/neglect to building principal or designee, who shall then become responsible for initiating a report to the HHS. Permissive reporters may contact HHS directly, if preferred, and then inform the principal of the report.

Each report shall be made orally and in writing to HHS. The oral report shall be made within 24 hours of suspicion by telephone or otherwise to the assessment (investigative) unit of the local HHS. If the reporter believes the child is in immediate danger, the local law enforcement agency shall also be notified. Within 48 hours of the oral report, the reporter shall file a written report with HHS. (Report forms are available in each school.)

HHS is responsible for investigating the incident of alleged abuse or neglect. Dubuque Community School employees should not take it upon themselves to investigate the case.

Any person who, in good faith, participates in making such reports or in any judicial proceeding resulting therefrom shall be immune from civil or criminal liability (232.73 Iowa Juvenile Justice Law).

Adopted: April 9, 1984  
Reviewed: May 6, 2014  
Revised: September 9, 2019  
Revised: January 09, 2023

### **Multicultural/Gender Fair Education**

Students will have an equal opportunity for a quality education without discrimination, regardless of their race, religion, creed, color, sex, marital status, national origin, sexual orientation or disability.

The education program is free of discrimination and provides equal opportunity for the students. The education program will foster knowledge of and respect and appreciation for the historical and contemporary contributions of diverse cultural groups, as well as men and women, to society. It will also reflect the wide variety of roles open to both men and women and provide equal opportunity to both sexes.

New:

## **Meeting Minutes: Activities Council Meeting 3/19/25**

Call to order at 1:00 p.m. by District Activities Director Joe Maloney

Present: School Board Members – Lisa Wittman and Katie Jones; High School Activities Director – Eric Miller, Hempstead; Middle School Activities Directors – Amy Haverland, Jefferson; Mark Lawler, Roosevelt; Erin Hefel, Washington Forum – Joe Maloney, District Activities Director; Shirley Davis-Orwoll, Fine Arts Coordinator; Julie Lange, Director of Digital Literacy; Misti Fogel, Administrative Assistant.

### **Approve Agenda/Introductions:**

Introductions were made.

### **High School Robotics, First Tech Challenge and Lego League Update**

Julie Lange gave an overview of each of the Robotics groups. At the high school level there is one combined team with 35-40 kids participating. First Tech Challenge has 3 teams, and First Lego League currently has 12 teams. John Deere is an active supporter of the program. The goals are to host more events to save on transportation costs and secondly to grow the number of teams. The district covers the cost of stipends for staffing with all other costs covered by fundraising.

### **Fine Arts Update:**

Shirley highlighted the district music festivals that are being held this week at Hempstead and next week at Senior. The Dubuque Schools have a strong program with good retention. Recently the district received a donation that provided a professional development opportunity for the music staff.

### **Middle School Activities/Athletics Update:**

Middle School Activities Directors shared that the schools are preparing for their spring musicals. They continue to see good participation with Washington sharing that 200 kids are involved with putting on their production of *Willie Wonka*.

### **High School Activities/Athletics Update:**

The high schools just wrapped up winter sports and spring practices have begun. The Senior boys basketball team earned a trip to the state tournament. The Hempstead boys swim team celebrated their first state championship. Also, Eric shared that a Hempstead student is one of the 2025 Coca-Cola scholars and received a \$20,000 college scholarship.

### **25/26 Student Registrations in Bound:**

Middle school athletic registrations will work through Bound as the high schools are doing now. This will make the process seamless for student moving from 8<sup>th</sup> to 9<sup>th</sup> grade. Eventually the Fine Arts will also use Bound for registrations and ticket sales.

### **Legislative Updates:**

Joe shared information regarding proposed legislature that could potentially affect our activities and athletic programs.

**Other Items:**

No additional items were added.

**Next Meeting will be May 6, 2025, at 1:00 p.m.**

Meeting adjourned at 2:05 p.m.

Respectfully submitted,

Misti Flogel



## Facilities/Support Services

### **Recommendations:**

✓ I move that the Board of Education approve the executed construction contract, bonds and certificate of insurance with Tricon General Construction for the Eisenhower Elementary School Addition and Remodel Project in the amount of \$8,017,000.00

✓ I move that the Board of Education tentatively approve the plans, specifications, form of contract and estimate of total cost for the Eisenhower Elementary School Roof Replacement Project and set the date, time, and location as Monday, May 5, 2025, at 4:30 p.m., at the Dubuque Community School District, 2300 Chaney Road, Dubuque, Iowa, for a hearing thereon and further authorize the advertisement for competitive bids

✓ I move that the Board of Education approve the executed construction contract, bonds and certificate of insurance with Conlon Construction for the Irving Elementary School Mechanical Upgrades Project in the amount of \$6,080,000.00

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

**[ Ms. Demmer will present the Quarterly Budget Report ]**

**RESOLUTION APPROVING CONSTRUCTION CONTRACT,  
CERTIFICATE OF INSURANCE AND BONDS**

Be it resolved by the Board of Education of the Dubuque Community School District, Dubuque, Iowa:

That the construction contract and bonds executed and insurance coverage for the Eisenhower Elementary School Addition and Remodel Project, as described in detail in the plans and specifications heretofore approved, and which have been signed by the Contractor be and the same are hereby approved and Board President is authorized to execute said Contract on behalf of the District outlined as follows:

Contractor: Tricon General Construction, Inc. of Dubuque, IA

Date of contract: April 14, 2025

Bond surety: Swiss Re Corporate Solutions America Insurance Corporation, \$8,017,000.00

Date of bond: April 14, 2025

# AIA® Document A101® – 2017

## ***Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum***

**AGREEMENT** made as of the 14th day of April in the year 2025  
(In words, indicate day, month and year.)

**BETWEEN** the Owner:  
(Name, legal status, address and other information)

Dubuque Community School District  
2300 Chaney Road  
Dubuque, IA 52001

and the Contractor:  
(Name, legal status, address and other information)

Tricon General Construction, Inc.  
1230 East 12<sup>th</sup> St.  
Dubuque, IA 52001

for the following Project:  
(Name, location and detailed description)

Dubuque Community School District  
Eisenhower ES Addition and Remodel

The Architect:  
(Name, legal status, address and other information)

Origin Design Co.  
137 Main St, Suite 100  
Dubuque, IA 52001

The Owner and Contractor agree as follows.

### **ADDITIONS AND DELETIONS:**

The author of this document may have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

The parties should complete A101®-2017, Exhibit A, Insurance and Bonds, contemporaneously with this Agreement. AIA Document A201®-2017, General Conditions of the Contract for Construction, is adopted in this document by reference. Do not use with other general conditions unless this document is modified.

### § 3.3 Substantial Completion

§ 3.3.1 Subject to adjustments of the Contract Time as provided in the Contract Documents, the Contractor shall achieve Substantial Completion of the entire Work:

*(Check one of the following boxes and complete the necessary information.)*

☐ Not later than ( ) calendar days from the date of commencement of the Work.

☒ By the following date: August 15, 2026.

§ 3.3.2 Subject to adjustments of the Contract Time as provided in the Contract Documents, if portions of the Work are to be completed prior to Substantial Completion of the entire Work, the Contractor shall achieve Substantial Completion of such portions by the following dates:

Portion of Work	Substantial Completion Date
-----------------	-----------------------------

§ 3.3.3 If the Contractor fails to achieve Substantial Completion as provided in this Section 3.3, liquidated damages, if any, shall be assessed as set forth in Section 4.5.

### ARTICLE 4 CONTRACT SUM

§ 4.1 The Owner shall pay the Contractor the Contract Sum in current funds for the Contractor's performance of the Contract. The Contract Sum shall be Eight million seventeen thousand dollars and zero cents (\$8,017,000.00), subject to additions and deductions as provided in the Contract Documents.

#### § 4.2 Alternates

§ 4.2.1 Alternates, if any, included in the Contract Sum:

Item	Price
Alternate 1: Storm Sewer	\$89,000.00
Alternate 2: Playground Modifications	\$370,000.00

§ 4.2.2 Subject to the conditions noted below, the following alternates may be accepted by the Owner following execution of this Agreement. Upon acceptance, the Owner shall issue a Modification to this Agreement.  
*(Insert below each alternate and the conditions that must be met for the Owner to accept the alternate.)*

Item	Price	Conditions for Acceptance
------	-------	---------------------------

§ 4.3 Allowances, if any, included in the Contract Sum:

*(Identify each allowance.)*

Item	Price
Allowance #1 Quantity Allowance: 500 CY of Unit Price No. 1	\$32,500.00
Allowance #2 Quantity Allowance: 1,000 CY of Unit Price No. 2	\$60,000.00
Allowance #3 Quantity Allowance: 100 CY of Unit Price No. 3	\$9,000.00
Allowance #4 Contingency Allowance:	\$95,000.00

§ 4.4 Unit prices, if any:

*(Identify the item and state the unit price and quantity limitations, if any, to which the unit price will be applicable.)*

Number	Date	Pages
Addendum 1	2/20/2025	3 pages/ 94 with attachments
Addendum 2	2/27/2025	3 pages/ 12 with attachments
Addendum 3	3/6/2025	4 pages/ 32 with attachments
Addendum 4	3/13/2025	7 pages/ 82 with attachments
Addendum 5	3/20/2025	5 pages/ 54 with attachments
Addendum 6	3/21/2025	1 page/ 18 with attachments

Portions of Addenda relating to bidding or proposal requirements are not part of the Contract Documents unless the bidding or proposal requirements are also enumerated in this Article 9.

**.8 Other Exhibits:**

*(Check all boxes that apply and include appropriate information identifying the exhibit where required.)*

☐ AIA Document E204™-2017, Sustainable Projects Exhibit, dated as indicated below:  
*(Insert the date of the E204-2017 incorporated into this Agreement.)*

☐ The Sustainability Plan:

☐ Supplementary and other Conditions of the Contract:

Document	Title	Date	Pages
Supplementary Conditions-DCSD	007300 Supplementary Conditions-DCSD	1/9/2019	1-35

**.9 Other documents, if any, listed below:**

*(List here any additional documents that are intended to form part of the Contract Documents. AIA Document A201™-2017 provides that the advertisement or invitation to bid, Instructions to Bidders, sample forms, the Contractor's bid or proposal, portions of Addenda relating to bidding or proposal requirements, and other information furnished by the Owner in anticipation of receiving bids or proposals, are not part of the Contract Documents unless enumerated in this Agreement. Any such documents should be listed here only if intended to be part of the Contract Documents.)*

Performance Bond Equal to 100% of the Contract Amount  
Payment Bond Equal to 100% of the Contract Amount

This Agreement entered into as of the day and year first written above.

\_\_\_\_\_  
OWNER (Signature)

\_\_\_\_\_  
(Printed name and title)

  
CONTRACTOR (Signature)

Ron Richard - Owner  
\_\_\_\_\_  
(Printed name and title)

## **SECTION 001113**

### **NOTICE TO BIDDERS FOR PUBLIC IMPROVEMENT PROJECT EISENHOWER ES ROOF REPLACEMENT DUBUQUE COMMUNITY SCHOOL DISTRICT DUBUQUE, IOWA**

**NOTICE IS HEREBY GIVEN:** BIDS FOR THE DUBUQUE COMMUNITY SCHOOL DISTRICT EISENHOWER ES ROOF REPLACEMENT PROJECT WILL BE ACCEPTED FOR REVIEW AND CONSIDERATION.

Sealed bids for the Eisenhower ES Roof Replacement Project will be received on May 1, 2025 at the Dubuque Community School District Administration Building (The Forum), 2300 Chaney Road, Dubuque, Iowa 52001, before 2:00 p.m., CST, according to the designated clock at the Reception Desk in the Forum Building. Bids will be stamped with the time they were received. The Bids will be publicly opened and read aloud shortly after 2:00 p.m., May 1, 2025, in the Board Room of the Dubuque Community School District Administration Building (The Forum), located at 2300 Chaney Road, Dubuque, Iowa. Neither the District nor its agents will assume liability for the inability of a bidder to submit a bid in a timely manner. Bidders bear full and complete responsibility for the timely submission of such bid. Bids received after the deadline will not be considered and will be returned to the bidder unopened.

**The scope of work for the project located at 3170 Spring Valley Road, Dubuque, Iowa, 52001, includes, but is not limited to the following:**

In general, the project would consist of the design for the replacement of the existing roofing identified at the project location. These existing roofs would have the existing EPDM membrane removed. The existing roof insulation shall remain and new insulation, new cover board and new fully adhered singly ply roof membrane will be installed. In addition, removal of existing metal roof edge and installation of new metal roof edging and copings will be provided. The project also includes minor structural work and miscellaneous mechanical, electrical, and plumbing work as required for removal and resetting of some rooftop equipment as well as existing roof drains.

A pre-bid conference is not scheduled for this project. Bidders are encouraged to contact the owner to obtain access to the building if needed.

#### **CONTRACTS:**

Bids will be received, and project constructed under a single prime contract. Bids must be on a lump sum basis. Work to commence on or about June 2, 2025 with completion of work as follows:

Substantial Completion of the Eisenhower ES Roof Replacement Project shall be no later than November 19, 2025. Additional time restrictions/timelines are also in place for this project and those restrictions are covered in the construction documents.

#### **DOCUMENT AVAILABILITY:**

Bid documents will be available for viewing on or after April 15, 2025 at the Dubuque Community School District Buildings and Grounds Department, 2300 Chaney Road, Dubuque, Iowa 52001-3095; Origin Design Co. office, 137 Main Street Suite 100, Dubuque, Iowa 52001, and at plan room locations as listed below:

Master Builders/Construction Update/iSqFt Plan Room: [www.mbionline.com](http://www.mbionline.com)  
Dodge Data & Analytics: <http://construction.com>  
Origin Design: [www.origindesign.com](http://www.origindesign.com)

Bidders may obtain copies of the Bidding Documents prepared by Origin Design at no cost. To obtain electronic copies click on the 'Bids' tab on the Origin website at <https://origindesign.com/>. To obtain paper copies contact Tri-State Blue Print/Rapids Reproductions at <https://www.origindesignplanroom.com/> or phone at 563-556-3030. A deposit of One Hundred dollars (\$100.00) is required per set or receipt of AGC, AMC, AMEC, MBI, or NECA card. Deposit checks shall be made out to Dubuque Community School District. Deposits will be refunded upon return of the Construction Bidding Documents, to unsuccessful bidders, if returned documents are in good condition and returned within fourteen (14) days after award of the project.

When requesting Bidding Documents, please register your name, company name and complete address, telephone number (with area code), fax number, and email address. This information will be used to transmit addenda to all who are known to have received Bidding Documents.

#### **BIDDING REQUIREMENTS:**

Each Bid shall be submitted on the Bid Form provided with the Bidding Documents. No oral, facsimile or telephonic bids or modifications will be considered. Bids shall be addressed and delivered to the Dubuque Community School District, Forum Building, 2300 Chaney Road, Dubuque, Iowa 52001—Attention Chief Financial Officer, in sealed envelopes marked with the Project Name and name and address of Bidder. All bids shall be sealed and plainly marked. Any alteration of the bid form may be cause for rejection of the bid.

Each Bid shall be accompanied by Bid Security in the amount of ten percent (10%) of the total bid submitted. Bid Security must be in the form set forth in the Instructions to Bidders. Bid Security must be in one of the following forms: Certified Check, Cashier's Check, Credit Union Certified Share Draft or an approved Bond Form.

The successful Bidder will be required to furnish a Certificate of Insurance and Performance and Labor and Material Payment Bonds both in an amount equal to 100% of the Contract Price and in accordance with other requirements outlined in the Bid Documents.

Should the successful bidder fail or neglect to furnish satisfactory performance/payment bonds, refuse to enter into a Contract on the basis of the bid, or fail to meet the requirements of this Notice and the specifications regulating the award, the bidder's security may be retained as liquidated damages. No bidder may withdraw its bid for a period of forty-five (45) calendar days after the date and hour set for opening of bids.

**IOWA STATE SALES TAX:** This project is tax exempt. **Do Not** include Iowa State Sales Tax in any calculation of Bid totals. Contractors and Suppliers will be provided an Iowa sales tax exemption certificate for this project.

#### **BASIS OF BIDS:**

The Bidder shall include all requested Forms and attachments with their submission of the Bid Form; failure to comply may be cause for rejection.

Consideration of bids and the award of contract may be made by the Board of Education of the

Dubuque Community School District to the lowest responsive, responsible bidder determined on the basis of a combination of the base bid and any selected alternates at its meeting on May 5, 2025, in the Dubuque Community School District Board Room, Forum Building, 2300 Chaney Road, Dubuque, Iowa. The right is reserved to reject any and all bids, or any part thereof, and to waive informalities or irregularities and to enter into such Contract or Contracts as shall be deemed in the best interests of the Dubuque Community School District.

By virtue of statutory authority, a preference will be given to products and provisions grown and coal produced within the State of Iowa to the extent lawfully required under Iowa statutes.

All bids will be governed by applicable provisions in the Iowa Code and Dubuque Community School District Board Policies, including its Non-Discrimination Equal Employment Opportunity and Affirmative Action Policy.

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Carolyn Mauss  
Board Secretary  
Dubuque Community School District

Published: April 16, 2025



**NOTICE OF PUBLIC HEARING**  
**DUBUQUE COMMUNITY SCHOOL DISTRICT**

Notice is hereby given that the Board of Education of the Dubuque Community School District will hold a public hearing in accordance with the *Code of Iowa, Chapter 26*, on Monday, May 5, 2025, at 4:30 o'clock p.m., Central Standard Time, (or immediately following the conclusion of the Facilities/Support Services Committee meeting) at the Administration Office of the School District (Forum Building), 2300 Chaney Road, Dubuque, Iowa 52001-3095 for the purpose of hearing or receiving any objections to the adoption of the proposed drawings, specifications and form of contract (the "Documents") and estimated cost for a public improvement project for the Dubuque Community School District Eisenhower Elementary School Roof Replacement project, 3170 Spring Valley Road, in the City of Dubuque, Iowa.

**EISENHOWER ES ROOF REPLACEMENT PROJECT**  
**DUBUQUE COMMUNITY SCHOOL DISTRICT**

The proposed Documents are available for examination, prior to the public hearing, at the Dubuque Community School District Buildings and Grounds Building, 2300 Chaney Road, Dubuque, Iowa 52001. Written objections concerning the Documents, or the estimated cost of the Project are to be filed with the Secretary of the Board of Education at the Forum Building at or prior to the public hearing. At the public hearing, any person interested may appear and file objections to the Documents or the estimated cost of the Project or comment in favor thereof. The Board shall hear said objections and any evidence for or against the Documents or estimated cost of the Project. At the conclusion of the public hearing, the Board shall render its decision with respect to said objections.

Published upon order of the Dubuque Community School District

By: Carolyn Mauss, Board Secretary

Publish: April 30, 2025, in the *Dubuque Telegraph Herald*

**RESOLUTION APPROVING CONSTRUCTION CONTRACT,  
CERTIFICATE OF INSURANCE AND BONDS**

Be it resolved by the Board of Education of the Dubuque Community School District, Dubuque, Iowa:

That the construction contract and bonds executed and insurance coverage for the Irving Elementary School Mechanical Upgrade Project, as described in detail in the plans and specifications heretofore approved, and which have been signed by the Contractor be and the same are hereby approved and Board President is authorized to execute said Contract on behalf of the District outlined as follows:

Contractor: Conlon Construction Co. of Dubuque, IA

Date of contract: April 14, 2025

Bond surety: Fidelity and Deposit Company of Maryland \$6,080,000.00

Date of bond: April 14, 2025

# AIA® Document A101® – 2017

## ***Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum***

AGREEMENT made as of the 14th day of April in the year 2025  
(In words, indicate day, month and year.)

BETWEEN the Owner:  
(Name, legal status, address and other information)

Dubuque Community School District  
2300 Chaney Road  
Dubuque, IA 52001

and the Contractor:  
(Name, legal status, address and other information)

Conlon Construction Co.  
501 Bell Street, Suite 402  
Dubuque, IA 52001

for the following Project:  
(Name, location and detailed description)

Irving Elementary School Mechanical Upgrade  
2520 Pennsylvania Avenue  
Dubuque, IA 52001

The Architect:  
(Name, legal status, address and other information)

Origin Design Co.  
137 Main Street, Suite 100  
Dubuque, IA 52001

The Owner and Contractor agree as follows.

### **ADDITIONS AND DELETIONS:**

The author of this document may have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

The parties should complete A101®-2017, Exhibit A, Insurance and Bonds, contemporaneously with this Agreement. AIA Document A201®-2017, General Conditions of the Contract for Construction, is adopted in this document by reference. Do not use with other general conditions unless this document is modified.

achieve Substantial Completion of the entire Work:  
(Check one of the following boxes and complete the necessary information.)

☐ Not later than ( ) calendar days from the date of commencement of the Work.

☒ By the following date: August 15, 2026.

§ 3.3.2 Subject to adjustments of the Contract Time as provided in the Contract Documents, if portions of the Work are to be completed prior to Substantial Completion of the entire Work, the Contractor shall achieve Substantial Completion of such portions by the following dates:

Portion of Work	Substantial Completion Date
-----------------	-----------------------------

§ 3.3.3 If the Contractor fails to achieve Substantial Completion as provided in this Section 3.3, liquidated damages, if any, shall be assessed as set forth in Section 4.5.

#### ARTICLE 4 CONTRACT SUM

§ 4.1 The Owner shall pay the Contractor the Contract Sum in current funds for the Contractor's performance of the Contract. The Contract Sum shall be Six Million Eighty Thousand Dollars and Zero Cents (\$ 6,080,000.00 ), subject to additions and deductions as provided in the Contract Documents.

#### § 4.2 Alternates

§ 4.2.1 Alternates, if any, included in the Contract Sum:

Item	Price
No. 1: Window Replacement	\$582,000.00

§ 4.2.2 Subject to the conditions noted below, the following alternates may be accepted by the Owner following execution of this Agreement. Upon acceptance, the Owner shall issue a Modification to this Agreement.  
(Insert below each alternate and the conditions that must be met for the Owner to accept the alternate.)

Item	Price	Conditions for Acceptance
------	-------	---------------------------

§ 4.3 Allowances, if any, included in the Contract Sum:  
(Identify each allowance.)

Item	Price
Allowance 1: Contingency	\$100,000.00
Allowance	\$6,600.00
Allowance 2: Quantity Allowance:	
1,200 SF of Unit Price No. 1	

#### § 4.4 Unit prices, if any:

(Identify the item and state the unit price and quantity limitations, if any, to which the unit price will be applicable.)

Item	Units and Limitations	Price per Unit (\$0.00)
No. 1: 12 x 12 VCT Flooring	SF	\$5.50

#### § 4.5 Liquidated damages, if any:

(Insert terms and conditions for liquidated damages, if any.)

#### § 4.6 Other:

(Insert provisions for bonus or other incentives, if any, that might result in a change to the Contract Sum.)

Number	Date	Pages
1	2/19/2025	5 Pages / 43 with attachments
2	2/25/2025	8 Pages / 52 with attachments
3	3/4/2025	5 Pages / 29 with attachments
4	3/7/2025	1 Page / 10 with attachments

Portions of Addenda relating to bidding or proposal requirements are not part of the Contract Documents unless the bidding or proposal requirements are also enumerated in this Article 9.

**.8 Other Exhibits:**

*(Check all boxes that apply and include appropriate information identifying the exhibit where required.)*

☐ AIA Document E204™-2017, Sustainable Projects Exhibit, dated as indicated below:  
*(Insert the date of the E204-2017 incorporated into this Agreement.)*

☐ The Sustainability Plan:

Title	Date	Pages
-------	------	-------

☒ Supplementary and other Conditions of the Contract:

Document	Title	Date	Pages
Supplementary Conditions-DCSD	007300 Supplementary Conditions-DCSD	1-19-2019	1-35

**.9 Other documents, if any, listed below:**

*(List here any additional documents that are intended to form part of the Contract Documents. AIA Document A201™-2017 provides that the advertisement or invitation to bid, Instructions to Bidders, sample forms, the Contractor's bid or proposal, portions of Addenda relating to bidding or proposal requirements, and other information furnished by the Owner in anticipation of receiving bids or proposals, are not part of the Contract Documents unless enumerated in this Agreement. Any such documents should be listed here only if intended to be part of the Contract Documents.)*

Performance Bond Equal to 100% of the Contract Amount  
Payment Bond Equal to 100% of the Contract Amount

This Agreement entered into as of the day and year first written above.

\_\_\_\_\_  
OWNER (Signature)

BY: Kate Parks, Board President

\_\_\_\_\_  
(Printed name and title)

  
CONTRACTOR (Signature)

BY: Matthew Mulligan, President

\_\_\_\_\_  
(Printed name and title)

## New Business

### **Recommendations:**

✓ I move that the Board of Education approve the Proclamation recognizing The Week of the Young Child and authorize the President and Secretary to sign on behalf of the Board.

**[after vote, President will read the proclamation]**

✓ I move that the Board of Education approve the appointment of Lisa Demmer as district representative to the Dubuque County Conference Board.

✓ I move that the Board of Education take no further disciplinary action related to student # 1624010777 at this time.

# *Proclamation*

WHEREAS, the first years of a child's life are the period of the most rapid brain development and lay the foundation for all future learning; and

WHEREAS, participation in high-quality early childhood education saves taxpayer dollars, makes working families more economically secure, and prepares children to succeed in school, earn higher wages, and live healthier lives; and

WHEREAS, the Dubuque community's high-quality early childhood educators ensure that children, supported by families, have the early experiences they need for a strong foundation; and

WHEREAS, last week, the Dubuque Community School District celebrated strong early childhood programming and the important, lifelong benefits that come from early learning; and

WHEREAS, the Dubuque Community School District urges all members of our community to support efforts that increase children and family access to high-quality early childhood education.

**NOW THEREFORE**, I, Kate Parks, on behalf of the Dubuque Community School District Board of Education, do hereby recognize April 5-11, 2025, for its importance as:

## THE WEEK OF THE YOUNG CHILD

Signed this 14th Day of April, 2025.

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Kate Parks, *President*  
BOARD OF EDUCATION

ATTEST:

---

Carrie Mauss, *Secretary*  
BOARD OF EDUCATION



**Karla Schwaegler**  
Assistant Principal  
Dubuque Community School District  
Hempstead High School  
3715 Pennsylvania Avenue  
Dubuque, Iowa 52002

kschwaegler@dbqschools.org  
(563) 552-5208

March 20, 2025

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

This letter is a confirmation of your student's suspension from school. School Board Policy 5200 provides consequences and interventions to improve student behavior. In choosing a consequence or intervention, authorized school personnel consider a student's past performance, the circumstances of the specific offense, and the seriousness of the incident.

**Student:**

**Grade:** 9

March 19, 2025

**Date of Incident:**

Major – Physical aggression with injury

**Reason for Suspension:**

[REDACTED]

**Additional Comments: School**

DCSD Policy 5200: Student Conduct

**Board Policy Violation:**

5 days

**Number of Days:**

March 20, 21, 24, 25, 26, 2025

**Date(s) of Suspension:**

Home

**Location of Suspension:**

**Phone call to parent 3/19/25, in person meeting 3/21/25  
Manifestation meeting to be held 3/27/25.**

**Reentry Meeting:**

Suspension absences are excused and students are allowed to make up work for full credit if work is completed in a reasonable time set by their teachers. Homework during the suspension period may be obtained by contacting the student's teachers by email. The Hempstead High School web site has a listing of all Hempstead teaching staff (<http://www.hempstead.dubuque.k12.ia.us/>). Click on *Academics* and then on *Staff E-mail/Phone #'s* to locate the emails and phone numbers of all staff.

An out-of-school suspension means the student is removed from the school environment, which includes school classes and activities. We look forward to working with you in the future in the best interest of your child. Please email or call, 563-552-5208, if you have any comments, concerns, and/or questions. Thank you for your time and consideration.

Sincerely,

Karla Schwaegler

C: Yellow Folder in Student's Cumulative File  
Counselor/Discipline File  
Carrie Mauss, School Board Secretary  
Amy Hawkins, Superintendent



#### Assault on staff 3-19-25

██████ was outside waiting for his bus with other students, and he saw NG look out of the vestibule doors and dropped his backpack and ran over to them. He entered the vestibule when a student was exiting the door and began screaming and pushing student ██████ trying to get to ██████ and then eventually pushing ██████ several times. Staff (David Keller) entered the vestibule and approached ██████ from the side and tried to get between the students and ██████ two hand shoved him. Staff again tried to intervene from the front and ██████ forcefully grabbed the staff and threw him to the ground (similar to a suplex move). ██████ continued to go after the other student and staff got up from the ground and restrained ██████ from going after the student. Staff released ██████ after the other student was able to exit the building safely.

Admin Jared Deutsch and a few other staff arrived outside the bus circle and Jared approached ██████ asking what was going on and ██████ replied with "keep talking and I will flip you like I did him".

Staff (DK) sustained some minor injuries and was sent to Tri-State Occupational Health to be seen by a physician.

## Closed Session

### **Recommendations:**

✓ I move that the Board of Education enter closed session pursuant to Iowa Code 21.5(1)(c) to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation. [Roll Call Vote]

**[After the vote, President Parks will announce a 10-minute recess.]**

*Board will move to conference room for closed session*

[Closed Session]

✓ I move that the Board of Education reinstate the rules of order and return to regular session. [Roll Call Vote]