

**INDEPENDENT SCHOOL DISTRICT OF WEST BURLINGTON
607 RAMSEY
WEST BURLINGTON, IOWA 52655**

The Board of Directors of the Independent School District of West Burlington will meet at 6:00PM on Monday, April 17, 2017 in the Board Room at 607 Ramsey, West Burlington for its regular monthly meeting.

REGULAR MEETING AGENDA

1. Call to Order by President of Board
2. Roll Call by Board Secretary
3. Pledge of Allegiance
4. Approval of Agenda
5. Receive Visitors and Hold Open Forum
6. Read Miscellaneous Communications
7. Approval of Consent Agenda
 - A. Approval of Minutes of Previous Meeting(s)
 - B. Approval of Financial Statements
 - C. Approval of Payment of Bills
 - D. Open Enrollment
 - E. Selected Personnel Issues
8. Business
 - A. 8th Grade Trip
 - B. 2017-2018 Nutrition Program Prices
 - C. Co-Op Food Agreement
 - D. Negative Meal Charge Policy
 - E. 2016-2017 Budget Amendment
 1. Set Time & Date of Public Hearing
 2. Approve Publication
 - F. Summer School
 - G. 2017-2018 Calendar
 - H. Certified Staff 2017-2018 Contracts
 - I. 2017-2018 Support Staff Wages
 - J. Sharing Agreements with Burlington
 - K. HS Gym Floor and Board Room Naming Discussion
9. Administrative Reports
 - A. Principal's Report
 - B. Superintendent Report
10. Items for Future Agendas
11. Adjournment

Board Notes West Burlington Independent School District

April 17, 2017

Respectfully submitted by Dave Schmitt

Meeting starts at 6:00PM with a full agenda. We will have pizza in the board room shortly after 5:30PM.

Regular Meeting

7. Consent Agenda

D. Open Enrollment

The following students should be approved for open enrollment continuation to West Burlington:

Racheal Fenton	Grade 6
Miranda Rutter	Grade 7
Jenna Schnellbacher	Grade 7
Grace Fenton	Grade 11

The following students should be denied for open enrollment into West Burlington for the 2016-2017 school year:

Braedon Hollis	Grade 4
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The following students should be approved for open enrollment into West Burlington for the 2017-2018 school year for Kindergarten:

Sophi Gallegos
Kimoni Jones
Brailyn Miller
Lauren Moyers

The following students should be approved for open enrollment into West Burlington for the 2017-2018 school year:

Elijah Chancellor	Grade 2
Kaydence Haynes	Grade 4

The following students should be approved for open enrollment to Burlington for the 2017-2018 school year:

Ryder Douglas	Kindergarten
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E. Selected Personnel Issues

Resignations:

Food Service – Karen Wilmesmeier has submitted her resignation from this position.

Custodial – Gerald Rabe has submitted his resignation from this position. He has been with the district for 13 years and will be missed.

Family and Consumer Science – Susan Kuckie has submitted her resignation from this position.

Recommendations:

JH Baseball Assistant – Jeff Housel and I would like to recommend Brian Sauser for this position. He will be paid \$1879.00.

Family and Consumer Science – Bruce Snodgrass and I would like to recommend Kelly Ridenour for this position. Her salary would be \$36,323 (BA, Step 0).

8. Business

- A. 8th Grade Trip – Mrs. Cahill is asking permission to take her social studies class to Nauvoo. I recommend approval. Document enclosed. Mr. Snodgrass will be present to answer questions.
- B. 2017-2018 Nutrition Program Prices – Below are the proposed 2017-2018 nutrition program prices. The suggested increases come directly from the State and I recommend approval. Patty will be in attendance to answer questions on the three nutrition agenda items.

Nutrition Prices		2015-2016	2016-2017	2017-2018
Lunches				
K-5	Individual Lunch	\$2.30	\$2.40	\$2.45
6-12	Individual Lunch	\$2.45	\$2.55	\$2.60
K-12	Reduced Lunch	\$.40	\$.40	\$.40
Breakfast				
K-12	Individual Breakfast	\$1.50	\$1.70	\$1.75
K-12	Reduced Breakfast	\$.30	\$.30	\$.30
Additional Items				
K-12	Second Main Item/Sandwich	\$1.25	\$1.35	\$1.35
	Second Side Item	\$.85	\$.90	\$.90
	Selected Side Items	\$.35	\$.35	\$.35
Milk	1 Extra Carton at Lunch/Breakfast	\$.50	\$.50	\$.50
Juice	1 Extra Carton at Lunch/Breakfast	\$.85	\$.85	\$.85
Adults				
	Individual Lunch	\$3.40	\$3.50	\$3.60
	Individual Breakfast	\$1.80	\$1.90	\$1.90
	Second Main Item/Sandwich	\$1.35	\$1.35	\$1.35
	Second Side Item	\$1.00	\$1.00	\$1.00
	Selected Side Items	\$.35	\$.35	\$.35
	Milk	\$.50	\$.50	\$.50
	Juice	\$.85	\$.85	\$.90
	Roll Only	\$1.25	\$1.25	\$1.35

- C. Co-Op Food Agreement – Enclosed is Patty’s recommendation for our Co-Op food agreement. I recommend approval.
- D. Negative Meal Charge Policy – Like many schools in the State, we are experiencing negative balances in student lunch accounts. Enclosed is some guidance on creating a policy sent out by the State Nutrition Department. I’d like to have a discussion on how we should respond to families not paying their lunch account bills. We are very lax at the elementary and get a little tougher as we progress up the ladder. The nutrition fund is an enterprise fund, meaning we are expected to make money. We also juggle with the possibility of a student going hungry. We must reconcile, however, the fairness of requiring one student to pay, yet allowing another to still eat, even though his/her account is in the negative. These accounts are for families who are not eligible for free lunches or simply choose not to apply. It is a complicated situation, admittedly.
- E. 2016-2017 Budget Amendment – WBISD needs to recertify our current year budget because our projections (when we certified last April) are/were too low. As you know, this amendment does not impact our cash position nor our spending authority. Our audit report dinged us for not

recertifying our expenditures high enough, so we are putting in a large number we are certain will not be surpassed.

1. I recommend we set May 15th at 6:00PM as our date and time for the public hearing to recertify the 2016-2107 budget.
2. I recommend publishing notice in the Des Moines County News on April 27th.

- F. Summer School – The principals will be present to render an overview and answer questions. We planned on summer school expenses when we prepared this year’s budget.

Elementary – June 5th through June 30th, 4 days a week from 8:00AM to 11:30AM. It will be 4 to 5 teachers depending on student numbers. If we have 5 teachers it will cost the district roughly \$8,200 at \$25 per hour plus FICA/IPERS. Materials and snacks could be another \$1,000.

Junior High – 3 hours a day, 5 days a week for 6 weeks plus FICA/IPERS costs roughly \$2,600.

High School – 5 hours a day, 2 certified teachers and 1 associate for 6 weeks costs an estimated \$11,000. We are looking to also fund some PE credit recovery time which would cost an additional \$1,300.

- G. 2017-2018 Calendar – Enclosed is the 2017-2018 calendar. Since we had the 2016-2017 calendar in last month’s packet, I wanted you to see the actual calendar you are approving. I recommend approval.

- H. Certified Staff 2017-2018 Contracts – I will send you the list of certified contracts for 2017-2018 on Friday. It reflects a 1.69% total package increase. It moves the single health coverage from a \$500 deductible to \$1,000 and places the savings into the base salary. I recommend approval. We will ask for board approval of non-teacher extra duty contracts in May or June.

- I. 2017-2018 Support Staff Wages – I have enclosed a recommendation for our support staff raises for next school year. The increases reflect no change in health coverage (they are already at the \$1,000 deductible) with a 2% increase in wages.

- J. Sharing Agreements with Burlington – I recommend approving the swimming agreement for the 2017-2018 school year. We pay Burlington \$500 per swimmer. We are hoping to make a similar arrangement for bowling but have not been able to finalize at this point.

- K. HS Gym Floor and Board Room Naming Discussion – We will continue our discussion of potentially naming our gym and board room. I suggest not taking a vote on this matter at this meeting

9. Administrative Reports

- A. Principal’s Report
- B. Superintendent Report

SPECIAL MEETING

March 13, 2017

The Board of Education of the Independent School District of West Burlington held a special meeting at 6:00 PM on Monday, March 13, 2017 in the board room at 607 Ramsey, West Burlington. Presiding over the meeting was President Hockett with members Crowner and Boughton answering roll call. Members Fry and Day were absent.

Head Volleyball Coach: It's recommended that Corina Shipp be hired as the varsity head volleyball coach. Motion carried 3-0.

Public Hearing on Instructional Support Levy: President Hockett opened the public hearing for the Instructional Support Levy hearing at 6:01 and with no input from the public, he closed the hearing at 6:02.

Budget Presentation: Mr. Schmitt gave a power point presentation on the budget process for the board letting them know that the reason we will need to increase the levy by 22¢ to 14.05 is due to the fact that the district lost 26.5 resident students.

Action on Instructional Support Levy Resolution: This will generate approximately \$237,848 in the general fund. Motion by Boughton and seconded by Crowner to approve the Instructional Support Levy resolution for another 5 years. Roll call vote: Crowner – aye; Hockett – aye; Boughton – aye. Motion carried 3-0.

Adjournment: Motion by Boughton and seconded by Crowner to adjourn the meeting at 6:35 PM. Motion carried 3-0.

Date Approved

Secretary

President

REGULAR MEETING
March 20, 2017

The Board of Education of the Independent School District of West Burlington met for a regular meeting at 6:00 PM on Monday, March 20, 2017 in the board room at 607 Ramsey in West Burlington. Presiding over the meeting was President Hockett with all members answering roll call.

Approval of Agenda: Motion by Boughton and seconded by Crowner to approve the agenda as presented. Motion carried 5-0.

Receive Visitors/Open Forum: 1 visitor present

Miscellaneous Communications: None

Approval of Consent Agenda – the following items were listed under the consent agenda:

- A. Approval of Minutes of Previous Meeting(s)
- B. Approval of Financial Statements
- C. Approval of Payment of Bills – Jay audited the bills: nutrition - \$19,616.52; activity - \$10,022.93
general/other - \$77,846.36
- D. Open Enrollment – the following students should be approved for continuation of program at West Burlington:

Karlie Bechtel	kdg
Jocelyn Snyder	grade 1
Degen Covert	grade 3
Caleb Krogmeier	grade 4
Keylee Covert	grade 6
Lauren Krogmeier	grade 7
Wade Shaffer	grade 9

The following should be denied for open enrollment to West Burlington for 2016-2017:

Daeton Overhake	grade 8
Ethan Orth	grade 12

The following should be approved for open enrollment to West Burlington for 2017-2018 for Kindergarten:

Carter Anderson
Piper Benischek
Dexter Bowen
Mason Burghoffer
Emma Burke
Carsyn Bush
Makiah Edgington
Gage Gerstel
Asher Glasgow
Ella Glendening
Willow Greer
Logan Haller
Atlanta Hand
Callen Lile
Kalob Lile

West Burlington Independent Schools
Regular Meeting – March 20, 2017

Addalyn Lutz
Brynleigh Miller
Farrah Nelson
Braylan Peterson
Samuel Reckling
Asa Ruth
Carter Saldeen
Sutton Stotlar
Silas Waddell

The following students should be approved for open enrollment to West Burlington for 2017-2018:

Meadow Bennett	grade 1
Jaydasin Davis	grade 1
Micah Dingeldein	grade 1
Jack Gaston	grade 1
Kenya Roorda	grade 1
Seif Shamy	grade 1
Cayden Starbuck	grade 1
Amaziah Twillie	grade 2
Aijah Twillie	grade 4
Macy Ringold	grade 6
Gracie Cole	grade 7
Malea Craig	grade 8
Eddie Lockett, Jr	grade 8
Kaylin Purnell	grade 8
Michael Alexander	grade 9
Kamea Brewer	grade 9
Jordan Roberts	grade 9
Jada Wiseman	grade 9
Morgan Christ	grade 10
Abigail McAtee	grade 10

The following should be denied for open enrollment to West Burlington for 2017-2018:

Chayse Ringold	grade 8
Thien Nguyen	grade 11

The following should be approved for open enrollment to Danville for 2017-2018:

Nevaeh Epperson	kdg
Carsen Grinnell	kdg
Brooklyn Winnie	kdg

The following should be approved for open enrollment to Burlington for 2017-2018:

Tyler Hartman	grade 9
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The following should be not be approved at this time for open enrollment to West Burlington for 2017-2018. They will be added to a waiting list in chronological order:

Elijah Chancellor	grade 2
Nehemiah Chancellor	grade 3
Barrett Haller	grade 3
Kamryn Kniffen	grade 3

Gavin Roorda	grade 3
Alyssa Starbuck	grade 3
Brylei Wiseman	grade 3
Kaydence Haynes	grade 4
Koppelia Klatt	grade 4
Liam Martin	grade 4
Madelon Scott	grade 4
Saquoreal Davis	grade 5
Jacey Escher	grade 5
Addison Kite	grade 5
Quentin Kniffen	grade 5
Keyrchyn Purnell	grade 5
Addison Roberts	grade 5
Hunter Roorda	grade 5
Keiran Wiseman	grade 5
Tara Heyveld	grade 7
Kyaira Krieger	grade 7
Kennadee Roberts	grade 7
Branson Aney	grade 9
Daniel Brooks	grade 9
Alaceah Hofstetter	grade 9
Alexis Long	grade 9
Markee Scott, Jr	grade 9
Coral Gilpin	grade 11
Raeann Lamm	grade 11

E. Selected Personnel Issues

Motion by Fry and seconded by Boughton to approve all items under the consent agenda. Motion carried 5-0.

BUSINESS

Summer Projects: Nate Prickett presented the proposed list of summer projects to the board. The General Fund projects (small projects) will cost approximately \$18,200, PPEL projects will cost approximately \$68,593 and Phase I of the high school kitchen, using the sales tax monies will cost approximately \$125,000.

Jay would like to see something done about the scoreboard on the south end of the gym – apparently it is hard to see due to the way it is located in the gym. He wondered if Nate would look into what it would take to make it more accessible.

Nate would like the board to take action so they can be ready to start the projects as soon as possible. The complete list of projects with projected costs is a part of the board materials.

Motion by Fry and seconded by Day to approve the summer projects. Motion carried 5-0.

Set Date/Time for Budget Hearing: It's recommended that April 10th at 6:00 PM in the board room as the date/time for the public hearing regarding the FY18 budget. Motion by Crouner and seconded by Day to approve April 10th at 6:00 PM in the board room as the time/date for the budget public hearing. Motion carried 5-0.

Approve Publication of Budget Hearing: It's recommended that the notice be published in the March 23rd issue of the Des Moines County News. Motion by Crouner and seconded by Boughton to approve March 23 in the Des Moines County News for the publication of the budget hearing notice. Motion carried 5-0.

2017-2018 Calendar Approval: Enclosed is the final draft of the calendar. Motion by Fry and seconded by Boughton to approve the 2017-2018 calendar. Motion carried 5-0.

2015-2016 Audit Report: Mr. Schmitt gave a brief presentation regarding the FY16 audit report. Andy had some questions and concerns regarding the long-term debt numbers on page 12. Part of the issue is the GASB 68 numbers regarding IPERS liability. After discussion, he would like more explanation on those number.

Motion by Boughton and seconded by Fry to approve the FY16 audit report. Motion carried 3-2.

ADMINISTRATIVE REPORTS

Principal's Report: Mr. Jones remarked on the Festival of Bands concert last week showcasing band from 5th grade – 12th grade. They have been using postcards to send home to let parents know when their student(s) have done something noteworthy.

Mr. Snodgrass told the board about the civil engineering/architecture classes that will be starting. He is also talking with the staff about having a uniform grading scale.

At the elementary, they celebrated Dr. Seuss week last week with a number of people coming to read with the students. For the class/teacher requests from parents, there will be a form to be filled out asking about concerns/issues the parent might have so they can have a better idea on which class/teacher would work best for that student. Kindergarten round-up will only be one day instead of 2.

Superintendent Report: April 13 will be a Collective Bargaining session in Des Moines. He gave the board an update on some of the meetings he attended at the conference in New Orleans and information about the Poverty symposium he attended in Des Moines. Because there was a minimal increase in the insurance rates, they were able to add an additional \$160 to the base and still keep the same package (1.69%).

Items for Future Agendas:

Adjournment: Motion by Boughton and seconded by Fry to adjourn the meeting at 6:56 PM. Motion carried 5-0.

Date Approved

Secretary

President

West Burlington Independent School District
 Monthly Financial Statement for Month Ending

March, 2017

Previous Month's Secretary Balance	\$901,572.03
March Revenues (+)	1,827,506.88
March Expenditures (-)	701,276.42
February Interest (+)	13.78
Banker's trust payment (-)	24,433.21
ISCAP Draw (+)	
DHS Medicaid Payment (-)	<u>10,227.69</u>
Outstanding Deposit (+)	
Direct Deposit reversal (-)	
ISJIT Pay (-)	
ISJIT Draw (+)	
Secretary's Ending Balance	\$1,993,155.27

Bank Statement Balance	\$2,019,154.33
Outstanding Checks (-)	25,972.40
March Interest (-)	<u>26.66</u>
Direct Deposit Reversal (-)	
Outstanding Deposit (+)	
Current Bank Balance	\$1,993,155.27

ISJIT – General		ISJIT – Capital Projects	
Beginning Balance	\$1,136.82	Beginning Balance	45.87
Deposits	26.07	Deposits	
Withdrawals	<u> </u>	Withdrawal	<u> </u>
Ending Balance	\$1,162.89	Ending Balance	45.87
ISJIT			
		Beginning Balance	\$50,257.88
		Deposits	15.80
		Withdrawal	<u> </u>
		Ending Balance	\$50,273.68

April 10, 2017
 Date

 Secretary

RECEIPTS				
		PRIOR		TOTAL
		BALANCE	MONTHLY	COLLECTED
GENERAL FUND				
Taxes		950791.47	20901.7	971693.17
Other State/Federal		634631.49	135970.23	770601.72
Foundation Aid		1273966.00	211031.00	1484997.00
AEA Flow Through		0.00	0.00	0.00
Tuitions/Open Enroll		1096858.33	1409649.06	2506507.39
Interest Earned		864.28	39.54	903.82
Other General Funds		270975.08	1531.71	272506.79
MANAGEMENT		<u>133627.58</u>	<u>2740.92</u>	<u>136368.50</u>
Total		4361714.23	1781864.16	6143578.39
BUILDING PROJECT (31)		0.00	0.00	0.00
CAPITAL PROJECTS (33)		315571.17	32201.87	347773.04
PPEL FUND (36)		152848.85	3268.81	156117.66
DEBT SERVICE (40)		292766.27	0.00	292766.27
TRUST/AGENCY FUND (81)		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
GRAND TOTAL		5122900.52	1817334.84	6940235.36

EXPENDITURES				
		PRIOR		TOTAL
		BALANCE	MONTHLY	COLLECTED
General Fund - Salaries				
Administration		187712.64	23547.70	211260.34
Maintenance/Transportation		308691.72	38357.42	347049.14
Grants/Spec. Programs		201698.72	24097.25	225795.97
Health Service		27465.79	4655.57	32121.36
Elementary		1803141.54	232513.26	2035654.80
High School		2099125.98	274409.43	2373535.41
General Fund - Other Expend.				
Open Enrollment Tuition		46088.90	0.00	46088.90
Grants/Spec. Programs		373746.72	10165.65	383912.37
Special Education		109282.39	0.00	109282.39
Health Service		1204.71	192.10	1396.81
Interest Paid		0.00	0.00	0.00
Administration		37694.06	5238.26	42932.32
Maintenance		383721.00	35412.28	419133.28
Non-Public Transportation		1334.65	0.00	1334.65
Transportation		50380.95	5433.82	55814.77
Interfund Transfers		0.00	0.00	0.00
AEA Flow Through		0.00	0.00	0.00
Elementary		54016.72	9111.17	63127.89
High School		191785.12	18306.53	210091.65
MANAGEMENT (22)		<u>207971.29</u>	<u>19815.45</u>	<u>227786.74</u>
Total		6085062.90	701255.89	6786318.79
BUILDING PROJECT (31)		0.00	0.00	0.00
CAPITAL PROJECTS (33)		319455.65	0.00	319455.65
PPEL (36)		398507.17	0.00	398507.17
DEBT SERVICE (40)		272766.27	0.00	272766.27
TRUST/AGENCY FUND (81)		<u>1500.00</u>	<u>0.00</u>	<u>1500.00</u>
GRAND TOTAL		7077291.99	701255.89	7778547.88

**WEST BURLINGTON SCHOOLS
ACTIVITY FUND BANK RECONCILIATION**

MONTH OF		<u>March 17</u>
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Previous Month's Secretary Balance		<u>\$73,982.01</u>
Monthly Receipts	+	<u>\$6,248.92</u>
Monthly Expenditures	-	<u>-\$10,084.93</u>
ISJIT Interest	-	<u>-\$11.70</u>
Adjustments	-	<u>\$0.00</u>
Secretary Ending Balance		<u>\$70,134.30</u>
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Bank Statement Balance		<u>\$76,660.24</u>
Outstanding Checks	-	<u>-\$6,525.94</u>
Outstanding Deposits	+	<u>.</u>
Current Bank Balance		<u>\$70,134.30</u>
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Invested in ISJIT on	<u>2/28/2017</u>	<u>\$37,317.02</u>
ISJIT Transfer	-	<u>\$0.00</u>
ISJIT Interest for	<u>March</u> +	<u>\$11.70</u>
Total ISJIT Funds on	<u>3/31/2017</u>	<u>\$37,328.72</u>
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Current Bank Balance		<u>\$70,134.30</u>
Total ISJIT Funds	+	<u>\$37,328.72</u>
Current Ending Cash Balance		<u>\$107,463.02</u>

Current Cash Balance Report

ALL Data

Date: 03/01/2017 thru 03/31/2017

Arranged by:
Group ID and Reporting ID

Reporting ID and Description	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
A ATHLETICS					
1000 GENERAL ATHLETICS	165,344.41	0.00	0.00	0.00	165,344.41
1110 JH FOOTBALL	11,175.75	0.00	0.00	0.00	11,175.75
1120 HS FOOTBALL	45,802.23	0.00	0.00	0.00	45,802.23
1130 JH VOLLEYBALL	9,324.77	0.00	0.00	0.00	9,324.77
1140 HS VOLLEYBALL	2,360.89	0.00	0.00	0.00	2,360.89
1150 JH GIRLS BASKETBALL	7,431.82	0.00	0.00	0.00	7,431.82
1160 HS GIRLS BASKETBALL	44,484.15	0.00	0.00	0.00	44,484.15
1170 JH BOYS BASKETBALL	9,882.53	0.00	0.00	0.00	9,882.53
1180 JH GIRL/BOY TRACK	-16,709.32	0.00	858.70	0.00	-17,568.02
1190 HS BOY/GIRL TRACK	-69,082.02	0.00	1,268.68	0.00	-70,350.70
2000 JH SOFTBALL	-6,838.56	0.00	0.00	0.00	-6,838.56
2010 HS SOFTBALL	-19,822.90	0.00	0.00	0.00	-19,822.90
2020 JH BASEBALL	-7,223.46	0.00	0.00	0.00	-7,223.46
2030 HS BASEBALL	-67,811.11	0.00	0.00	0.00	-67,811.11
2040 HS BOYS BASKETBALL	54,142.57	0.00	2,256.00	0.00	51,886.57
2050 JH WRESTLING	2,152.06	0.00	0.00	0.00	2,152.06
2060 HS WRESTLING	-12,405.84	50.00	75.00	0.00	-12,430.84
3015 CROSS COUNTRY	-278.58	0.00	0.00	0.00	-278.58
A ATHLETICS Totals:	151,929.39	50.00	4,458.38	0.00	147,521.01
B CLUBS					
2070 ART CLUB	896.06	0.00	0.00	0.00	896.06
2075 ANIME CLUB	71.00	0.00	0.00	0.00	71.00
2080 FCCLA	95.50	781.14	0.00	0.00	876.64
2090 JOOI CLUB	428.55	0.00	0.00	0.00	428.55
3000 NATIONAL HONOR SOCIETY	207.68	0.00	33.56	0.00	174.12
3010 PEP CLUB	1,353.45	0.00	103.54	0.00	1,249.91
3030 HS SCIENCE CLUB	1,061.69	0.00	0.00	0.00	1,061.69
3040 LEGO LEAGUE	57.85	0.00	0.00	0.00	57.85
3050 SPANISH CLUB	623.78	0.00	0.00	0.00	623.78
3060 SAAD	1,398.49	0.00	0.00	0.00	1,398.49
3080 POST PROM	649.05	780.00	0.00	0.00	1,429.05
3090 HS STUDENT COUNCIL	1,052.75	0.00	103.54	0.00	949.21
4000 JH STUDENT COUNCIL	397.89	0.00	0.00	0.00	397.89
B CLUBS Totals:	8,293.74	1,561.14	240.64	0.00	9,614.24
C CLASSES					
4010 CLASS OF 2018	68.52	0.00	0.00	0.00	68.52
4015 CLASS OF 2019	24.49	0.00	0.00	0.00	24.49
4020 CLASS OF 2016	-28.26	0.00	0.00	0.00	-28.26
4025 CLASS OF 2017	489.91	0.00	0.00	0.00	489.91
C CLASSES Totals:	554.66	0.00	0.00	0.00	554.66
E STUDENT ACTIVITIES					
2095 BOOK FAIR	16.93	2,906.16	2,906.16	0.00	16.93
5040 Prom	-1,033.27	240.00	803.37	0.00	-1,596.64
5050 ES STUDENT ACTIVITIES	3,265.51	31.87	392.33	0.00	2,905.05
5070 JH/HS SOAR	981.53	20.00	1,284.05	0.00	-282.52
9090 MUSIC TRIP	-453.51	0.00	0.00	0.00	-453.51
E STUDENT ACTIVITIES Totals:	2,777.19	3,198.03	5,385.91	0.00	589.31

Current Cash Balance Report

ALL Data

Date: 03/01/2017 thru 03/31/2017

Arranged by:
Group ID and Reporting ID

Reporting ID and Description	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
G YEARBOOK					
6060 JH/HS YEARBOOK	11,580.46	0.00	0.00	0.00	11,580.46
G YEARBOOK Totals:	11,580.46	0.00	0.00	0.00	11,580.46
H DRAMA					
7000 JH DRAMA	2,400.81	0.00	0.00	0.00	2,400.81
7010 HS DRAMA	2,492.38	0.00	0.00	0.00	2,492.38
H DRAMA Totals:	4,893.19	0.00	0.00	0.00	4,893.19
I INTEREST					
8000 BANK ACCOUNT INTEREST	4,401.78	13.08	0.00	0.00	4,414.86
I INTEREST Totals:	4,401.78	13.08	0.00	0.00	4,414.86
K CHEERLEADING					
6040 DANCE TEAM	-610.98	378.00	0.00	0.00	-232.98
8050 HS CHEERLEADERS	262.96	0.00	0.00	0.00	262.96
8060 JH CHEERLEADERS	622.02	0.00	0.00	0.00	622.02
K CHEERLEADING Totals:	274.00	378.00	0.00	0.00	652.00
M MISCELLANEOUS					
8080 MISCELLANEOUS ACTIVITIES	-2,388.05	0.00	0.00	0.00	-2,388.05
M MISCELLANEOUS Totals:	-2,388.05	0.00	0.00	0.00	-2,388.05
N AGENCY FUNDS					
9000 AGENCY FUNDS	512.57	1,048.67	0.00	0.00	1,561.24
N AGENCY FUNDS Totals:	512.57	1,048.67	0.00	0.00	1,561.24
O OFFICIALS					
5000 OFFICIALS	-71,529.90	0.00	0.00	0.00	-71,529.90
O OFFICIALS Totals:	-71,529.90	0.00	0.00	0.00	-71,529.90
Z UNUSED ACCOUNTS					
Z UNUSED ACCOUNTS Totals:	0.00	0.00	0.00	0.00	0.00
Report Totals:	111,299.03	6,248.92	10,084.93	0.00	107,463.02

SCHOOL LUNCH PROGRAM

March-17

GRADES K-5:

Student Lunches	5751
Free Student Lunches	2779
Reduced Student Lunches	532
Adult Lunches	40
Free Cooks Lunches	67
Student Breakfasts	1832
Free Student Breakfasts	1343
Reduced Student Breakfasts	108
Adult Breakfasts	1

RECEIPTS

Student Lunches	\$17,282.10
A La Carte Sales	\$2,111.21
Bank Interest	\$1.73
State/Federal Aid	<u>\$25,653.45</u>
TOTAL RECEIPTS	\$45,048.49

GRADES 6-12:

Student Lunches	7241
Free Student Lunches	3164
Reduced Student Lunches	592
Adult Lunches	143
Free Cooks Lunches	35
Student Breakfasts	2213
Free Student Breakfasts	1481
Reduced Student Breakfasts	204
Adult Breakfasts	42

Average Lunches Served	604
Average Lunches Served March 2016	580
Average Breakfast Served	153
Average Breakfast Served March 2016	143
Number of Days Food Served in March 2017	22
Number of Days Food Served in March 2016	19

PAYROLL EXPENDITURES: \$19,668.07

PAYROLL EXPENDITURES \$19,668.07

FOOD EXPENDITURES:

Anderson Erickson Dairy	\$4,135.75
Earthgrains	\$691.60
Interstate Brands	\$0.00
Kohl Wholesale	\$0.00
Martin Brothers Distributing	\$12,168.68
Pan-O-Gold	\$0.00
Performance Food Group	\$0.00
Prairie Farms Dairy	\$0.00
Walmart	<u>\$79.20</u>

FOOD EXPENDITURES \$17,075.23

A LA CARTE EXPENDITURES:

Miscellaneous Expenditures	\$790.70
Pizza Hut	\$0.00

A LA CARTE EXPENDITURES: \$790.70

MISCELLANEOUS EXPENDITURES:

Bad Check	\$0.00
Bank Charges	\$0.00
Delivery Charges	\$842.89
Dues/Fees	\$272.70
Equipment	\$0.00
Hotel/Lodging	\$0.00
Refunds	\$0.00
Repairs	\$0.00
Reimbursements	\$0.00
Training	\$50.00
Mileage	\$0.00
Miscellaneous Supplies	<u>\$585.00</u>

MISCELLANEOUS EXPENDITURES \$1,750.59

TOTAL EXPENDITURES \$39,284.59

ADJUSTMENTS: \$0.00

ADJUSTMENTS \$0.00

ISJIT:

Beginning Balance	\$19,509.13
Receipts	\$3,533.93
Expenditures	

ISJIT ENDING BALANCE \$23,043.06

Secretary Balance 2/28/17	\$91,297.16
Receipts	\$45,048.49
Expenditures	\$39,284.59
Voided Checks	<u>\$0.00</u>

Bank Balance 3/31/17	\$99,452.72
Outstanding Checks	\$2,391.66
Outstanding Deposits	<u>\$0.00</u>

Secretary Balance 3/31/17	\$97,061.06
Total ISJIT Funds	\$23,043.06
Current Ending Cash Balance	\$120,104.12

Reconciled Bank Balance \$97,061.06

March 20, 2017

Please accept this letter of resignation from my position at the West Burlington Elementary School-Child Nutrition Program, effective April 1, 2017.

Thank you for the opportunity. I will miss the kids.

Karen Wilmesmeier

Gerald Rabe
501 West Burlington Ave
West Burlington, Iowa 52655

Nathaniel Prickett
408 W. Van Weiss
West Burlington, Iowa 52655

Nathaniel,

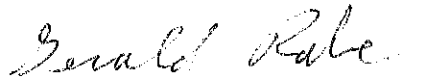
I am submitting my resignation/retirement from the day custodian position at the high school. After getting let go at the IAAP, I was fortunate to be employed at the West Burlington School. I've enjoyed working with all the staff over the years.

My last day will be Friday, June 30, 2017.

I will miss all the teachers, staff and students in the future.

Thank you,

Gerald Rabe

A handwritten signature in cursive script that reads "Gerald Rabe".

Susan Kuckie
2708 Amelia Street
Burlington, IA 52601
(708) 227-4594
susan.kuckie@gmail.com

West Burlington Administration
C/O Principal Bruce Snodgrass and Mr. David Schmidt
West Burlington Independent School District
408 W. Van Weiss Blvd
West Burlington, IA 52655

Dear West Burlington Administration:

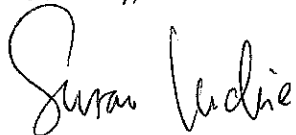
March 22, 2017

I am writing to let you know that I will be resigning from my position, as Family and Consumer Science Instructor, and all additional responsibilities held within the district at the end of the 2016-2017 school year. Unfortunately, with my husband's job transfer this past summer, our family has felt the strain of not being under one roof and it is time to make the move from the district and the state of Iowa.

It has been an honor and a privilege to work for the West Burlington Jr/Sr High School these past two school years. I have appreciated all of the opportunities the district has provided both in and out of the classroom, for not only me as a teacher but the students we service as well. I will forever be grateful for the chance to work here and be part of the Falcon family.

I am very sorry to have caused any inconvenience, but please know that I will be available over the next few months to assist with finding a replacement, transitioning and providing the necessary resources for my replacement.

Sincerely,

A handwritten signature in cursive script that reads "Susan Kuckie". The signature is written in black ink and is positioned below the word "Sincerely,".

Susan Kuckie
Family and Consumer Science Instructor
FCCLA and High School Student Council Sponsor
Model and Mentor Teacher

From: [Shawna Brown](#)
To: [Shawna Brown](#)
Subject: RE: 8th Grade Field Trip to Nauvoo
Date: Wednesday, April 12, 2017 2:03:50 PM

I hope you are enjoying the starts of April. I know I'm hoping the phrase "April showers bring May flowers" is true!

I am e-mailing to request permission to take the 8th grade class on a field trip to Nauvoo. The field trip would take place Wednesday, May 3rd. Our intentions are to leave school at 8:30 and return back by 3:15 or so. There are currently 72 kids in the 8th grade class and it is my intention to have a minimum of 10 parent chaperones to make the group sizes acceptable for touring.

We are spending our next month learning about the expansion of the US west including the Oregon Trail, new forms of transportation, and eventually the gold rush. My intentions for this trip are to provide the students a hands on experience with what life was like for settlers who chose to move west. I took a group 2 years ago and the students found the experience very applicable to our classroom learning.

As we are a public school, the students wear pins the entire day to ensure the information provide to them is strictly historical and not at all religious.

I am willing to answer any questions or concerns you may have. Thank you for your consideration!

Thank you,
Leah Cahill

--

Bruce Snodgrass
Principal
West Burlington Jr/Sr High School
319-754-6567

AEA PURCHASING AGREEMENT 2017 - 2018

This purchasing agreement ("Agreement") is entered into by the AEA Purchasing, an entity formed by a 28E Agreement filed on or about February 7, 2011 and the West Buckingham School District/Customer (hereafter the "Eligible Member") located in Area Education Agency (hereafter the "AEA") MID PRAIRIE for the 2017-2018 school year.

SELECTION OF PROGRAMS

Eligible Member elects to participate in the program(s) which Eligible Member has checked below. Products available under these bids are for use in the Eligible Member's Child Nutrition Programs:

- A. AEA PURCHASING Food Bid X (Awarded Vendor Effective July 1, 2017)
- B. AEA PURCHASING Small Wares Bid X (Rapids Whole Sale)
- C. AEA PURCHASING Ware Wash Bid X (Awarded Vendor Effective July 1, 2017)

PURCHASE CATEGORIES AND COMMITMENT TO BUY

The Eligible Member agrees to purchase an aggregate monthly total of 60% of its food and supplies (excluding milk, bread, small wares and ware wash) from the vendor selected by AEA Purchasing ("Prime Vendor") for the AEA Purchasing.

ELIBIBLE MEMBER COMMITMENT TO PARTICIPATE

Eligible Member agrees to participate in the activities of the selected purchasing programs operated by the AEA Purchasing, which includes responding to requests for information from the AEA Purchasing reporting any service, product, invoicing, or other problems which may arise between the Eligible Member and any Prime Vendor; being willing to serve on committees of Eligible Members which may be established by the AEA Purchasing from time to time, and/or providing input to such committees to facilitate the work of such committees; and participation in audits as requested by the AEA Purchasing.

EFFECTIVE DATE

To be effective beginning July 1, 2017, this Agreement must be signed no later than June 30, 2017. After June 30, 2017, new members may join only as follows: their membership will be effective January 1 of the following year if they sign this Agreement after December 31, their membership will be effective July 1 of the same year if they sign this Agreement by June 30.

PRIME VENDOR RESPONSIBILTIES

The Prime Vendor has agreed to perform the following functions:

The Prime Vendor will provide any product data information which will include nutrition fact labels, CN label information and any manufacturer's statements.

Provide sales people to visit all Eligible Members bi-weekly and establish a schedule for regular salesperson visits and truck deliveries to AEA Purchasing's Eligible Members in Iowa.

Establish, in conjunction with AEA Purchasing, a schedule for product shows, seminars and marketing events in all aspects of food service. Prime Vendor and AEA Purchasing or its Eligible Members will jointly provide staff to plan and carry out these events.

Submit monthly sales volume reports to the AEA Purchasing in the form or forms requested by AEA Purchasing.

Submit to Eligible Members and AEA Purchasing monthly and weekly product lists with current pricing expressed in dollars and cents. Product areas with monthly price changes are dry grocery goods, frozen

items, frozen pizza, frozen potatoes, paper/plastic products and chemicals. Product areas with weekly price changes are fresh meat, dairy products and fresh produce.

Invoice and deliver products directly to Eligible Members.

Assist those Eligible Members that wish to use the Prime Vendor computer ordering and inventory system. Provide information and help Eligible Members participate in the DF – Diverted Foods USDA program.

AEA PURCHASING ADMINISTRATIVE FEE

The AEA Purchasing administers a \$.50 per case and a \$.10 per broken case amount to help cover the expenses of running the program.

After expenses are paid, the balance is refunded to our Eligible Members. In school year 2015-2016 the amount sent back as a year-end food rebate was \$177,640.00

Iowa's AEA (through the appointed representatives on the AEA Purchasing board) will provide oversight and management to this program but no funding.

ORDERING AND BILLING

Eligible Members may place their individual orders with Prime Vendor at any time during the term of this Agreement.

All invoices for payment shall be sent directly to the Eligible Member ordering under the terms and conditions of this Agreement. The Eligible Member will make payment directly to the Prime Vendor.

TERMS

Normal terms are net amount due in 30 days. (Net 30 days).

PAYMENT

All invoices for payment shall be sent directly to Eligible Member ordering under the terms and conditions of the agreement between the Prime Vendor and the AEA Purchasing. Eligible Member will remit payment directly to Prime Vendor. Eligible Member will pay applicable administrative fees included on its invoices, which administrative fees will be paid to AEA Purchasing by Prime Vendor pursuant to the agreement between AEA Purchasing and Prime Vendor. AEA Purchasing will refund to Eligible Member on a pro rata basis any excess of administrative fees, after AEA Purchasing determines allowable costs pursuant to USDA regulations at the conclusion of this Agreement. Eligible Member will return any such refund to the appropriate school meals account as required by USDA regulations.

PRICE LISTS AND PRICE CHANGES

The AEA Purchasing will transmit monthly price lists to all Eligible Members on or about the first day of each month. Price lists shall be transmitted weekly for weekly priced items, and monthly for monthly priced items.

Firm prices will prevail for one calendar month with the exception of fresh meat, dairy products and fresh produce. Prices on fresh meat, dairy products and fresh produce will be for one week at a time.

MINIMUM ORDER AND DELIVERY

The minimum order requirements for one Eligible Member for delivery to one building will be \$500.00 for food. The Prime Vendor will deliver and unload goods directly to the Eligible Members during the normal operating hours or at other mutually agreed times. Schools that order under \$500 order will still get the same AEA Purchasing prices but will incur a \$15 service fee. There will be no fuel surcharge.

SALES REPRESENTATION/MARKETING

Prime Vendor has agreed to provide sales people to visit all Eligible Members on a bi-weekly basis, along with providing support from their telemarketing staff. Prime Vendor has agreed to sponsor product shows and other educational seminars in the Midwest for Eligible Member personnel at no charge.

ELIGIBLE MEMBER RESPONSIBILITY

Eligible Member acknowledges its responsibility to comply with all regulations of the United States Department of Agriculture ("USDA") and the Iowa Department of Education ("DE") which are applicable to School Food Authorities (SFA's) as defined in the National School Lunch Program regulations (NSLP),

including but not limited to retention of records. Eligible Member agrees to adhere to all provisions of the Code of Conduct adopted by the AEA Purchasing which are applicable to Eligible Members.

NO RESALE

Eligible Member will not resell to any other organization or individual the products purchased by Eligible Member from a Prime Vendor pursuant to an agreement between the Prime Vendor and the AEA Purchasing..

COMPLIANCE BY AEA PURCHASING

The AEA Purchasing will at all times when conducting its business comply with any and all applicable federal and state laws, rules, and regulations related to the bidding of projects and contracts by Iowa school districts and area education agencies for the purpose of securing, purchasing and delivering goods and services used by school districts in Iowa, including, but not limited to, food, beverages, and supplies used in the National School Lunch Program, and additionally, shall comply with any and applicable federal laws, rules and regulations issued or amended by the USDA related to the procurement of food, beverages and supplies for use in schools and related educational institutions.

TERMINATION

Both Eligible Member and the AEA Purchasing have the option to terminate this Agreement prior to June 30, 2019 upon thirty (30) days' advance written notice.

SIGNATURES

Eligible Member/School District

AEA Purchasing Signature

AEA Purchasing Foodservice Division
3712 Cedar Heights Drive, Cedar Falls IA 50613
FAX: 319-273-8282
PHONE: 319-268-7725
EMAIL: dan@aeapurchasing.org

West Burlington
Name of School District/Customer
Dad J Schmitt
Signature
Superintendent
Board President or Title
8/4/17
Date
319-754-9382
Fax Number

AEA Purchasing Director Signature

Date

Superintendent email address: David.Schmitt@wbschools.us
Business Manager email address: Shawna.brown@wbschools.us
Foodservice Director email address: Patty.mcpherson@wbschools.us

Developing a Meal Charging Policy

General considerations:

USDA Memo 46-2016 identifies the July 1, 2017 implementation requirement for a written document explaining how the SFA will handle situations where children, eligible to receive reduced-price or paid meals, do not have money in their account or in hand to cover the cost of their meal at the time of service.

School Food Authorities (SFA) must ensure the policy is provided in writing to all households at the start of each school year and to households transferring to the school or school district during the school year.

Encourage buy-in by including all stakeholders in conversation. After the policy is developed, make everyone (all staff, households, and public) aware of the district policy and how it will be implemented – including the plan for notifications and collection activities.

Be consistent with all students. Check processes to be sure the meal eligibility status of a student is not revealed.

Do not identify debtors through posting of names or household notification method.

Who is exempt from impact – a student who is approved for free meals cannot be denied a meal no matter what the balance is and a student, that has cash to pay the price of the meal that day, cannot be denied a meal even if the payment does not completely put the account in a positive balance.

The LEA is not required to provide an alternate meal to paid or reduced price eligible students who have no money and/or a negative balance but may choose to do so.

Below are topics to consider as you develop your policy:

Will the policy apply to both Breakfast and Lunch programs?

Will charging be allowed for a la carte items?

Will the policy address staff debt or set limits for charging?

Clearly identify a threshold to implement your plan – will it be account balance based or based on the value of a number of meals? Will the threshold change at the various grade levels – elementary, middle, and high school?

What is the process to monitor negative balances – who is responsible, how frequently are debtors identified, what is the notification method and frequency to households of low or negative balances?

If donations might be received have a policy on how to apply the funds/what criteria if the donation purpose is general or vague – apply to a debt larger than \$ XYZ amount? To cover the costs of alternate meals offered? Review effects long term – will parents quit paying? How to notify households – with suggestion that now that the debt is reduced or gone, hope they will take this opportunity to keep it current/pay it off?

If a meal will be provided:

- Will it meet the reimbursable meal pattern (5 components) or not?
- Will the student be charged? What price?
 - If charged, non-reimbursable items must meet smart snack requirements for entrees and sides.
- How will you notify students and serving or cashier staff (only those that have a need to know)?
- How will you serve it? (brown bag, tray, etc.) All meals should be served using the same serving items (tray, bag, box) as other meals are served.
 - Cannot identify students as debtors by items or service style – are all items served available as a choice to other students? Served in the same manner? If you offer an alternate meal the items in this meal must be available to all students.
 - If the SFA plans to claim the alternate meal for reimbursement, the student must have the option to take all 5 components for lunch and 3 components for breakfast, and all components must be available. The meal should be counted and claimed in the appropriate eligibility category.
- Knowing ahead – how can students be given a heads-up?
- A la carte - if there is no a la carte available, we recommend 3 components be served including at least ½ cup fruit or vegetable so that the tray appears similar to other trays.
- If the LEA does not use Offer vs. Serve: serving an alternate meal with less than 5 components for lunch and 3 components for breakfast would identify students that owe money.
- Cost – Can donations pay for this?
- Recordkeeping on costs of nonprogram food and/or number of meals served required.
- How long can the individual receive an alternate meal (two weeks? 6 months?)
- Special diet accommodations must be made.

If no meal will be provided:

- What is the threshold for meal service to be suspended – account balance based or based on the value of a number of meals? Will the threshold change at the various grade levels – elementary, middle, and high school?
- When and how (phone, email, letter) will the household be notified? By who? Frequency? Where will the documentation of notification be maintained?
- How will the student be informed when the threshold is reached? By who? How will the student be protected from identification as a debtor?
- Will it be necessary to change where the Point of Sale (cashier) is located? Front of the line? Requires the last serving person to verify that reimbursable meals are served.
- Contingency plan for the hungry student who can't focus, is distracting in class – call parent? Or will this increase traffic to the school nurse?
- How long to continue with no meal if no lunch is brought from home and no payments received.
- Has the school's legal counsel been made aware of the new policy?

Resources:

USDA Memo: SP-46-2016 Unpaid Meal Charges: Local Meal Charge Policies, click here:

<https://www.fns.usda.gov/unpaid-meal-charges-local-meal-charge-policies>

USDA web page: School Meals - Unpaid Meal Charges <https://www.fns.usda.gov/school-meals/unpaid-meal-charges>

USDA Document: Overcoming the Unpaid Meal Challenge: Proven Strategies from Our Nation's Schools https://www.fns.usda.gov/sites/default/files/cn/unpaidmealcharges_guide.pdf

USDA Memo: SP 57-2016 Unpaid Meal Guidance and Q&As. Please note that Q24 and 25 are currently under review in light of specific Iowa regulations. <https://www.fns.usda.gov/sites/default/files/cn/SP57-2016os.pdf>

Department of Management
Form S-A Publication

NOTICE OF PUBLIC HEARING

**AMENDMENT OF CURRENT BUDGET
FISCAL YEAR 2016/2017**

Date of Public Hearing:
May 15, 2017
Time of Public Hearing:
6:00 PM

Location of Public Hearing:
Board room at

607 Ramsey St

W Burlington

The Board of Directors will conduct a public hearing at the above-noted time and place for the purpose of amending the current school budget by changing estimates of expenditures in the following areas by the following amounts:

Area	From	To	Reasons
Instruction	5,966,000	6,150,000	Due to increased salaries/educational materials
Total Support Services	3,276,700	3,390,700	Due to increased tech/equipment costs
Noninstructional Programs	425,000	485,000	Due to increased food/labor costs
Total Other Expenditures	847,900	1,068,900	Due to building improvements

This change in estimates of expenditures will be financed from increased receipts and balances not budgeted or considered in the current budget. There will be no increase in taxes to be paid in the fiscal year ending June 30, 2017. At the hearing, any resident or taxpayer may present objections to, or arguments in favor of, any part of the proposed amendment. A detailed statement of additional receipts other than taxes, balances on hand at the close of the preceding fiscal year, and proposed expenditures, both past and anticipated, will be available at the hearing.

Summer School Proposal 2017

Dates: June 5 - July 29 (4 week program)

Days: Monday, Tuesday, Wednesday, Thursday

Times: 8:00 – 11:30 a.m. (Instructional time) Teachers would be required to be here from 7:45 a.m. - 11:45 a.m. The times were set to run in conjunction with the summer lunch program. At 11:30, staff members will walk students over to the high school to participate in the lunch program.

Number of teachers: 4-5, depending on numbers (our goal is to maintain groups of 8-10 students)

Pay rate: \$25.00 per hour

Supplies: Snacks, curricular materials (approximate costs are \$1000)

Identification Procedures

Reading: Scoring in the red/non-proficient range on Iowa Assessments, FAST or STAR AND/OR Teacher Recommendation

Math: Scoring in the red/non-proficient range on Iowa Assessments or STAR AND/OR Teacher Recommendation

Students will be invited for one or both areas, depending on need. They do not have to come for the entire day if support is only needed in one curricular area.

A typical morning:

8:00 - 8:30 Arrival and Moby Max/Lexia Practice

8:30 - 9:45 Math/Reading Focus in Small group

9:45 - 10:00 Break/Snack

10:00 - 11:15 Math/Reading Focus in Small Group

11:15 - 11:30 School and/or Public Library Book Check Out OR Small group



West Burlington High School "The Corners" JH/HS Summer Academy 2017

Our Summer Academy is made up of four parts:

1. Summer Credit Recovery Program (High School Students)
2. Summer Math Skills for Junior High Students
3. Summer Reading Program (Incoming grades 6-12)
4. Mandatory classes for any 8th grade student who failed core classes so that they can begin their 9th grade year on time. Attending and passing these classes are required. Students who successfully complete that classes will not be retained as 8th graders.

Description:

1. Monday through Friday, From Tuesday, May 30 through July 7 (There will be no Summer Academy on July 4).

Note: Seniors need to be done by June 30.

2. There are four sessions daily:

10 students per session with 2 adult mentors.

- | | |
|--------------|---------------|
| a. Session 1 | 8:30-10:00am |
| b. Session 2 | 10:00-11:30am |
| c. Lunch | 11:30-12:30 |
| d. Session 3 | 12:30-1:00pm |
| e. Session 4 | 1:00-2:30pm |

- Parents and students will receive a letter about their participation in Summer Academy.
- Students sign up for a minimum of one session. Some students will be assigned multiple sessions.
- Mr. Reed will meet with all students and parents regarding guidelines for success, schedule etc.
- We will use The Corners and the Library for our Summer Academy.

Individual Program Descriptions:

PLATO Credit Recovery Program- similar to what we've done in the past. Students who are behind in credits have the opportunity to make up credits by signing up for one or more PLATO classes and sessions. Incoming seniors will have first priority then juniors and so on.

In an effort to help Freshmen who failed classes not come into their senior year behind we are inviting all who failed a class this year to participate in our Summer Academy and make those credits up.

8th Grade Academy - An opportunity for any 8th grade student who failed core classes to make up those classes using our online learning program. If a student successfully makes up those classes they will not have to retake them as 9th graders.

Math Essentials - For Junior High Students. Students who want to catch up or simply enrich key math skills are invited to participate in this program. We will work with our Math teachers to create an individual "Math Plan" for each student using "PLATO" to work on improving math skills.

Summer Reading - A continuation of our Summer Reading program which we have done the past few years. Students (incoming 6-12) are invited to continue reading by participating in our Rapp program throughout the summer. Students come to school and take their AR quizzes. Those students who reach their Summer Reading Goal will be rewarded with a trip/activity in the fall.

1. Student goals based on Star Reader.
2. Students must achieve 100% of their goal to qualify for the Summer Reading Reward.
3. Students may take AR quizzes Tuesdays, Wednesday and Thursdays from 9am - 12pm.
4. Students may test through July 27.

2017-2018 West Burlington School Calendar

LEGEND

- No School for Students = Shaded
- Early Out Staff Dev =
- Staff Dev Days = \triangle
- In-Service/Work Day =
- Start/End of Quarter/Semester = [or]
- Parent Teacher Conferences =
- Professional Dev Days = TQ

Severe weather make-up days, or other days required to be made-up will be made-up on February 19th and at the end of the school year.

- Early Outs:**
(Students Dismissed at 2:15 PM)
- August 25
 - September 1, 8, 15, 22, 29
 - October 6, 13, 20, 27
 - November 3, 10, 17
 - December 1, 8, 15, 22
 - January 5, 12, 19, 26
 - February 2, 9, 23
 - March 2, 9, 16, 23
 - April 6, 13, 20, 27
 - May 4, 11, 18, 25

August				
M	T	W	Th	F
7	8	9	10	11
14	15	16	17	18
21	22	[23	24	25
28	29	30	31	
September				
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29
October				
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24]	25	[26	27
30	31			
November				
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	
December				
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29
January				
1	2	3	4	5
8	9	10	11	12
15	[16	17	18	19
22	23	24	25	26
29	30	31		
February				
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28		
March				
			1	2
5	6	7	8	9
12	13	14	15	16
19	20]	21	[22	23
26	27	28	29	30
April				
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				
May				
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

Date Events

- Aug 3 Registration/Fee Payment
Last Name A-K, Noon-7PM
- Aug 4 Registration/Fee Payment
Last Name L-Z, Noon-7PM
- Aug 16 New Teacher In-Service
Day
- Aug 17 Teacher Mentor day
- Aug 18 Teacher Quality Day
- Aug 21 Work Day/Prof.
Development Day
Open House 4PM – 6:30PM
- Aug 22 Work Day/Prof.
Development Day
- Aug 23 [Begin 1st Semester/1st
Quarter
- Sept 4 Labor Day (No School)
- Sept 28 6-12 Parent Teacher
Conferences
4:00PM – 8:00PM
- Oct 3 K-5 Parent Teacher
Conferences
4:00PM – 8:00PM
- Oct 5 K-5 Parent Teacher
Conferences
4:00PM – 8:00PM
- Oct 24] End 1st Quarter
- Oct 25 Work Day/In-Service Day
(No School)
- Oct 26 [Begin 2nd Quarter
- Nov 22-26 Autumn Break
(No School)
- Nov 30 6-12 Parent Teacher
Conferences
4:00PM – 8:00PM
- Dec 23-Jan 4 Winter Break
(No School)
- Jan 12] End 2nd Quarter
- Jan 15 Work Day/In-Service Day
(No School)
- Jan 16 [Start 3rd Quarter/2nd
Semester
- Feb 13 K-12 Parent Teacher
Conferences
4:00PM – 8:00PM
- Feb 15 K-5 Parent Teacher
Conferences
4:00PM – 8:00PM
- Feb 16 Teacher Comp Day
(No School)
- Feb 19 President's Day (No
School)-Snow Make-up Day
- Mar 20] End 3rd Quarter
- Mar 21 Work Day/In-Service Day
(No School)
- Mar 22 [Start 4th Quarter
- Mar 30-Apr 3 Spring Break (No School)
- Apr 26 6-12 Parent Teacher
Conferences
4:00PM – 8:00PM
- May 18 Senior's Last Day
- May 20 Graduation
- May 25] End 4th Quarter
-] End 2nd Semester

Support Staff Salary Schedule for 2017-2018									
No change in insurance so this isn't reflected in the package proposal									
AIDES				0-3 yrs	4-6 yrs.	7-9 yrs.	10-12 yrs	13-15 yrs	15+
Aide II				Base	0.5	1	1.5	1.75	2
FY 15	1.035			\$ 10.82	\$ 11.33	\$ 11.85	\$ 12.37	\$ 12.63	\$ 12.89
FY 16	1.035			\$ 11.20	\$ 11.73	\$ 12.26	\$ 12.80	\$ 13.07	\$ 13.34
FY 17	1.030			\$ 11.53	\$ 12.08	\$ 12.63	\$ 13.19	\$ 13.46	\$ 13.74
FY 18	1.021			\$ 11.78	\$ 12.33	\$ 12.90	\$ 13.46	\$ 13.75	\$ 14.03
per hour increase				\$ 0.24	\$ 0.25	\$ 0.27	\$ 0.28	\$ 0.28	\$ 0.29
Aide II (para license)									
Fy 15 hourly increase	1.035			\$ 11.10	\$ 11.62	\$ 12.13	\$ 12.65	\$ 12.91	\$ 13.17
FY 16	1.035			\$ 11.49	\$ 12.03	\$ 12.55	\$ 13.09	\$ 13.36	\$ 13.63
FY 17	1.030			\$ 11.83	\$ 12.39	\$ 12.93	\$ 13.49	\$ 13.76	\$ 14.04
FY 18	1.021			\$ 12.08	\$ 12.65	\$ 13.20	\$ 13.77	\$ 14.05	\$ 14.33
per hour increase				\$ 0.25	\$ 0.26	\$ 0.27	\$ 0.28	\$ 0.29	\$ 0.29
CUSTODIANS				0-3 yrs	4-6 yrs.	7-9 yrs.	10-12 yrs	13-15 yrs	15+
Custodian II				Base	0.5	1	1.5	2	2.5
FY 15 hourly	1.035			\$ 13.68	\$ 14.20	\$ 14.71	\$ 15.23	\$ 15.75	\$ 16.27
FY 16	1.035			\$ 14.16	\$ 14.70	\$ 15.22	\$ 15.76	\$ 16.30	\$ 16.84
FY 17	1.03			\$ 14.58	\$ 15.14	\$ 15.68	\$ 16.24	\$ 16.79	\$ 17.34
FY 18	1.02			\$ 14.88	\$ 15.44	\$ 16.00	\$ 16.56	\$ 17.13	\$ 17.69
per hour increase				\$ 0.29	\$ 0.30	\$ 0.31	\$ 0.32	\$ 0.34	\$ 0.35
Custodian III									
FY 15 hourly	1.035			\$ 14.22	\$ 14.73	\$ 15.25	\$ 15.77	\$ 16.29	\$ 16.80
FY 16	1.035			\$ 14.72	\$ 15.25	\$ 15.78	\$ 16.32	\$ 16.86	\$ 17.39
FY 17	1.03			\$ 15.16	\$ 15.70	\$ 16.26	\$ 16.81	\$ 17.37	\$ 17.91
FY 18	1.02			\$ 15.46	\$ 16.02	\$ 16.58	\$ 17.15	\$ 17.71	\$ 18.27
per hour increase				\$ 0.30	\$ 0.31	\$ 0.33	\$ 0.34	\$ 0.35	\$ 0.36

Custodian IV	Nate									
FY15		\$ 53,000								
FY 16	1.04		\$ 55,120							
FY 17	1.03			\$ 56,773.60						
FY 18	1.02				\$ 57,909.07					
Increase --- annual						\$ 1,135				
SECRETARY				0-3 yrs	4-6 yrs.	7-9 yrs.	10-12 yrs	13-15 yrs	15+	
Secretary I				Base	0.5	1	1.5	2	2.5	
FY 15 hourly	1.035			\$ 12.10	\$ 12.62	\$ 13.14	\$ 13.66	\$ 14.17	\$ 14.69	
FY 16	1.035			\$ 12.52	\$ 13.06	\$ 13.60	\$ 14.14	\$ 14.67	\$ 15.20	
FY 17	1.03			\$ 12.90	\$ 13.45	\$ 14.01	\$ 14.56	\$ 15.11	\$ 15.66	
FY 18	1.02			\$ 13.16	\$ 13.72	\$ 14.29	\$ 14.85	\$ 15.41	\$ 15.97	
per hour increase				\$ 0.26	\$ 0.39	\$ 0.41	\$ 0.42	\$ 0.44	\$ 0.46	
Secretary II										
FY 15 hourly	1.035			\$ 13.99	\$ 14.51	\$ 15.03	\$ 15.54	\$ 16.06	\$ 16.58	
FY 16	1.035			\$ 14.48	\$ 15.02	\$ 15.56	\$ 16.08	\$ 16.62	\$ 17.16	
FY 17	1.03			\$ 14.91	\$ 15.47	\$ 16.02	\$ 16.57	\$ 17.12	\$ 17.68	
FY 18	1.02			\$ 15.21	\$ 15.78	\$ 16.34	\$ 16.90	\$ 17.46	\$ 18.03	
per hour increase				\$ 0.30	\$ 0.31	\$ 0.32	\$ 0.33	\$ 0.34	\$ 0.35	
Board Sec'y										
FY15		\$ 47,859.00								
proposed FY 16 amount	1.04		\$ 49,773.36							
FY 17	1.03			\$ 51,267						
FY 18	1.02				\$ 52,292					
Annual increase						\$ 1,025				
NURSE										
proposed hourly FY 15 inc.	\$ 0.81			\$ 24.16						
proposed FY 16 amount	\$ 0.84			\$ 25.00						
FY 18	\$ 0.50			\$ 25.50						

FOOD SERVICE				0-3 yrs	4-6 yrs.	7-9 yrs.	10-12 yrs	13-15 yrs	15+
Food Service I (under 5 hours)				Base	0.5	1	1.5	1.75	2
hourly FY 15 increase	1.044			\$ 10.28	\$ 10.80	\$ 11.32	\$ 11.84	\$ 12.10	\$ 12.36
FY 16	1.044			\$ 10.73	\$ 11.28	\$ 11.82	\$ 12.36	\$ 12.63	\$ 12.90
FY 17	1.03			\$ 11.05	\$ 11.61	\$ 12.17	\$ 12.73	\$ 13.01	\$ 13.29
FY 18	1.02			\$ 11.28	\$ 11.85	\$ 12.42	\$ 12.99	\$ 13.27	\$ 13.56
per hour increase				\$ 0.22	\$ 0.23	\$ 0.24	\$ 0.25	\$ 0.26	\$ 0.27
Food Service II (5-8 hours)									
hourly FY 15	1.035			\$ 10.64	\$ 11.15	\$ 11.67	\$ 12.19	\$ 12.45	\$ 12.71
FY 16	1.035			\$ 11.01	\$ 11.54	\$ 12.08	\$ 12.62	\$ 12.89	\$ 13.15
FY 17	1.03			\$ 11.34	\$ 11.89	\$ 12.44	\$ 13.00	\$ 13.27	\$ 13.55
FY 18	1.02			\$ 11.57	\$ 12.12	\$ 12.69	\$ 13.26	\$ 13.54	\$ 13.82
per hour increase				\$ 0.23	\$ 0.24	\$ 0.25	\$ 0.26	\$ 0.27	\$ 0.27
Food Service III (supervisor)									
		\$ 30,658			FY 17				
FY 16 salary		\$ 1.04		\$ 31,884					
FY 17		\$ 1.035			\$ 33,000		increase		
FY 18		\$ 1.035				\$ 34,155	\$ 1,155		
Summer lunch per hour				\$22	\$ 22	\$23	\$1		
Transportation									
Bus driver - (1-3 yrs)					FY 15	FY 16	FY 17		
FY 15 hourly	1.044				\$ 16.90				
FY 16	1.040					\$ 17.58			
FY 17	1.030						\$ 18.10		increase
FY 18	1.02							\$ 18.47	\$ 0.36

Bus driver - (4+ yrs)								
hourly increase FY 15	1.044				\$ 17.47			
FY 16	1.040					\$ 18.17		
FY 17	1.030						\$ 18.71	increase
FY 18	1.02						\$ 19.09	\$ 0.37
Driver scorekeeping								
hourly FY 15	1.058				\$ 13.01			
FY 16	1.040					\$ 13.53		
FY 17	1.030						\$ 13.94	increase
FY 18	1.020						\$ 14.22	\$ 0.28
Driver down time								
hourly FY 15	1.02				\$ 9.79			
DFY 16	1.021					\$ 10.00		
FY 17	1.01						\$ 10.10	increase
FY 18	1.017						\$ 10.27	\$ 0.17
Increase								
Paula is paid \$\$\$ for serving as Director of Transportation								
Technology Assistant Mac		FY 15 Sal	FY 16	FY 17	FY 18	inc. amnt		
	1.0350	\$ 28,269	\$ 29,258	\$ 30,282	\$ 31,342	\$ 1,060		
When Mac completes network certification, I will recommend to increase his annual salary								
Longevity pay -- paid at the end of the respective years								
10-12 yrs	\$	150						
13-15 yrs	\$	250						
15+ yrs	\$	375						

