

**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 6:00 PM on Monday, February 18, 2019 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. Outdoor Skills Class
  - B. Wall of Fame
  - C. Board Policy 505.5 – 2<sup>nd</sup> Reading
9. Administrative Reports
  - A. Principal Report
  - B. Superintendent Report

# Board Notes West Burlington Independent School District

February 18, 2019

Respectfully submitted by Dave Schmitt

We will meet at 6:00 p.m. in the West Burlington Independent School District board room.

7. Consent Agenda  
D. Open Enrollment

The following students should be approved for open enrollment continuation into West Burlington for the 2018-2019 school year:

Angala Brown                      Grade 8

The following students should be approved for open enrollment continuation to Burlington Community School District for the 2018-2019 school year:

Bentlee Davis                      Grade 1  
Destiny Pritchard                      Grade 5

E. Selected Personnel Issues

Resignations:

Assistant Football Coach – Jordan Webb has submitted his resignation from this position.

Building Bridges Associate – Chanelle Nichols has submitted her resignation from this position.

Recommendations:

Head JH Girls Track Coach – Jeff Housel and I would like to recommend Christy Jameson for this position. She will be paid \$2,053.00 (Step D, 0)

Head JH Baseball Coach – Jeff Housel and I would like to recommend Jay Eilers for this position. He will be paid \$2, 053.00 (Step D, 0)

Building Bridges Associate – I would like to recommend Samantha Hertzler for this position. She will be paid \$12.26 per hour.

8. Business

A. Outdoor Skills Class – Mr. Snodgrass and Mr. Gurius will discuss this proposed class.

B. Wall of Fame – The purpose of this agenda item is to discuss and see if there is interest in a Wall of Fame. Lee Boughton will lead this discussion.

C. Board Policy 505.5 - 2<sup>nd</sup> Reading - Mr. Snodgrass will answer any questions about board policy 505.5-Graduation Requirements. I recommend approval of the second and final reading of board policy 505.5.

9. Administrative Reports

A. Principal's Report - Mr. Jones will provide an update of the Security Plan process

B. Superintendent's Report – Mr. Schmitt will provide an update to school cancellation make up days. Additionally, he will share his thoughts as planning starts for next year's school calendar. Mrs. Brown will provide an update on the newsletter going fully digital. Mr. Schmitt will provide a report about his recent attendance to the National Superintendent Conference in Los Angeles.

**REGULAR MEETING**  
**January 21, 2019**

The Board of Education of the Independent School District of West Burlington met for a regular meeting at 6:00 PM on Monday, January 21, 2019, in the board room at 607 Ramsey in West Burlington. Presiding over the meeting was President Crowner with members Hockett, Boughton, Bowen, and Thuleen answering roll call.

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

**Receive Visitors/Open Forum:** Nine elementary fifth-grade choir students accompanied by Mrs. Siebers and Mrs. Sherwood were present. The students sang a song as a tribute to the school board.

**Miscellaneous Communications:** None

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

- A. Approval of Minutes of Previous Meeting(s)
- B. Approval of Financial Statements
- C. Approval of Payment of Bills – the bills were audited by Bruce: general/other - \$42,184.06; nutrition - \$11,190.09 and activity - \$2,784.16
- D. Open Enrollment – The following students should be approved for open enrollment continuation into West Burlington for the 2018-2019 school year:

Macee McConnell	Grade 2
Payton Burk	Grade 6
Preyton Doty	Grade 7
Preston Doty	Grade 8
Patrick Brown	Grade 10
Dreyton LaVeine	Grade 11

The following students should be approved for open enrollment under just cause into West Burlington for the 2018-2019 school year:

Shelby Silvers	Grade 1
Caleb Johnson	Grade 11

- E. Personnel Issues
  - Resignations**
  - HS Assistant Track– Eric Walechka has submitted his resignation from this position for the 2018-2019 school year
  - JH Assistant Football - Eric Walechka has submitted his resignation from this position for the 2019-2020 school year
  - JH Head Girls' Basketball - Jason Marlow has submitted his resignation from this position for the 2019-2020 school year

Motion by Hockett and seconded by Boughton to approve the consent agenda. Motion carried 5-0.

**BUSINESS**

**Jazz Band Request to Attend Jazz Festival at Culver Stockton College** – The jazz band submitted a request to the board to travel to Culver-Stockton College in Canton, Missouri. Motion by Hockett and seconded by Thuleen to approve the out-of-state trip request. Motion carried 5-0.

**Quote – Torch Mate plasma cutting system** – See handout. Mr. Fountain was present to discuss the two price quotes he received for a plasma cutting system. Mr. Fountain explained that the plasma cutting system would make projects better. We are currently using hand plasma cutters which causes a mess on the floor, this system would eliminate that. The system will cut down on scrap as it uses every available area of a material. This system would speed up the process of getting projects done, making the most of our 43-minute class periods. The system would allow us to teach more of a project, instead of just teaching how to weld parts together. The downside is the large initial investment, however, a plasma system has a low cost to operate. As a small school we have a limited number of offerings, Mr. Fountain feels the programs we

do offer should excel, this will help us take our welding program to the next level. Special note that Mr. Fountain claims he will not ask for anything else in the shop if this purchase is approved due to space limitations. We have previously upgraded the electrical in the Industrial Tech area, so there are no additional infrastructure costs related to purchasing the system. The system can be used in other classes such as Intro to Engineering, Design & Modeling, Automation, and Robotics. It can also be utilized by the Art Teacher and Maintenance Dept. The two quotes presented are the PlasmaCAM Inc. for a total of \$15,019.55 and the Lincoln Electric for a total of \$26,958.12. Mr. Fountain clarified that both systems would be able to perform the duties we would utilize in our Industrial Tech programs. The difference in the price is the quality. He feels that both machines will last for at least 20 years. Mr. Fountain has applied for grants in the past 4 years to help pay for other shop additions and has been successful because they were for smaller amounts. He will not apply for a grant for this system due to it being such a large amount and there are not many grants available for an amount this large.

Board Member Thuleen commented that Lincoln lasts much longer and is a better system through the research he's done; it's used in a lot of manufacturing facilities in the area. Lincoln products are built better and run better. Thuleen feels the Lincoln is what students will encounter when they go into the working world.

Superintendent Schmitt supports both machines but he isn't convinced we should choose the longer lasting machine due to concerns about technology becoming obsolete. He would, however, recommend the Lincoln due to its better history. Lincoln comes with a lot more technical support including a representative that is in Burlington every Monday & could provide Mr. Fountain with on-site support.

Board member Boughton supports the Lincoln as well as a former welder.

Board member Bowen feels the price differences are drastic for essentially the same abilities, however, she understands the price difference is quality.

Board member Hockett would recommend the Lincoln due to quality and from talking to welders. He's not concerned about it being obsolete as many factories purchase and continue to use Lincoln machines for many years. He also believes the Lincoln system is what graduating students will encounter in the industrial workplace.

President Crowner is concerned that this spending wasn't in our long-term plan and it may interfere with more important, planned spending. Mr. Schmitt is not concerned with it taking the place of something else in our 10-year plan as the plan is a fluid outlook of possible spending.

Motion to purchase the Lincoln Torchmate 4400 system in the amount of \$26,958.72 by Boughton and seconded by Thuleen. Motion carried 5-0.

**Board Appreciation** - Mrs. Sherwood was present to represent the PTO and wanted the board to know how much they are appreciated. Mrs. Sherwood handed out certificates & thank you cards.

**Graduation Requirements Board Policy** - Board Policy 505.5 – Requirements for IEP students has changed due to ESSA (Every Student Succeeds Act). They must meet all requirements set forth by the State of Iowa. The policy changes now better reflect the core curriculum. Mr. Schmitt made the point of clarifying that we are not reducing our numbers of graduation credits, making a change in diplomas or access to SCC classes. Mr. Schmitt recommends approval of first reading. Motion to accept the first reading of policy 505.5 by Thuleen and seconded by Boughton. Motion carried 5-0.

**Emailing the Newsletters** – See handout. Mrs. Brown discussed the proposed change from mailing the monthly district newsletter to distributing it digitally. The district would save approximately \$5,000 a year by not mailing out the monthly district newsletter. Mrs. Brown has been collaborating with Mac Moraniec, the district tech assistant, on ways to effectively send the newsletter out digitally. They are working towards including the newsletter in the body of an email with the lunch menu and activity calendar as attachments, making it easier for parents to print those documents should they need them. The board was in favor of going this direction with the newsletter but recommended the changes are properly communicated to the public and the ability to subscribe or unsubscribe to the digital newsletter copy is made easily accessible.

## **ADMINISTRATIVE REPORTS**

**Principal's Report:** Mrs. Kirkman was present to talk about the Iowa Statewide Assessment of Progress. The elementary has opted to do the online assessment. This will help with materials management such as answer sheets, as well as help students be more engaged with our devices. Students are used to doing more things online so Mrs. Kirkman doesn't feel the online version of the assessment will be an issue. Elementary teachers are running tests of the assessments in grade level teams now so they can better assist students. Mrs. Kirkman feels West Burlington Elementary will be well prepared for this assessment as we're already doing some of the work associated with the assessments on a daily basis. Mrs. Kirkman

believes it will be a smooth transition and test scores will reflect that. Assessments happen at the end of April. Mrs. Kirkman expressed to the board that they are appreciated for everything they do and noted that we have a lot to be proud of at West Burlington.

**Superintendent's Report:** Mr. Schmitt commented that Mac Moraniec and David Roed pushed for lots of airports in both buildings which will pay off when they are taking the online assessments. On January 30th Mr. Schmitt and Mrs. Brown will attend the budget workshop and we'll see the first blush of our FY20 budget. Mr. Schmitt echoed the sentiments of appreciation for the board and thanked each board member for their service.

**Items for Future Agendas:** Board Member Boughton would like to see if West Burlington can do a Hall of Fame for graduated students, honoring academic & athletic accomplishments. Honorees would be voted on by former students.

President Crouner has heard that our coaches all have different types of communications with parents and players. He would like to talk to Athletic Director Jeff Housel about going to a uniform way of communicating with parents and players so information is relayed consistently no matter what the sport.

**Adjournment:** Motion by Boughton and seconded by Hockett to adjourn the meeting at 7:14 PM. Motion carried 5-0.

---

Date Approved

---

Secretary

---

President

West Burlington Independent Schools  
Regular Meeting – December 17, 2018

West Burlington Independent School District  
 Monthly Financial Statement for Month Ending

January, 2019

\*\*\*\*\*

Previous Month's Secretary Balance	\$348,540.58
Dec Revenues (+)	\$438,516.52
Dec Expenditures (-)	-\$683,898.46
Dec Interest (+)	\$94.17
Banker's trust payment (-)	-\$24,340.43
DHS Medicaid Payment (-)	<u>\$0.00</u>
Direct Deposit reversal (-)	
ISJIT Pay (-)	
ISJIT Draw (+)	
<b>Secretary's Ending Balance</b>	<b>\$78,912.38</b>

\*\*\*\*\*

Bank Statement Balance	\$241,141.85
Outstanding Checks (-)	-\$162,229.47
Direct Deposit Reversal (-)	
Outstanding Deposit (+)	
<b>Current Bank Balance</b>	<b>\$78,912.38</b>

\*\*\*\*\*

<b>ISJIT - General</b>		<b>ISJIT - ISCAP</b>	
Beginning Balance	\$101,264.12	Beginning Balance	\$51,315.56
Deposits	\$323,317.09	Deposits	\$92.75
Withdrawals	-\$423,644.87	Withdrawal	
Ending Balance	<u>\$936.34</u>	Ending Balance	<u>\$51,408.31</u>

.

February 12, 2019  
 \_\_\_\_\_  
 Date

\_\_\_\_\_  
 Secretary

## RECEIPTS

	PRIOR BALANCE	MONTHLY	TOTAL COLLECTED
<b>GENERAL FUND</b>			
Taxes	-	74,587.69	74,587.69
Other State/Federal	-	5,377.00	5,377.00
Foundation Aid	-	215,801.00	215,801.00
AEA Flow Through	-	-	-
Tuitions/Open Enroll	-	-	-
Interest Earned	-	196.39	196.39
Other General Funds	-	-	-
<b>MANAGEMENT</b>	-	609.60	609.60
<b>Total</b>	-	<b>296,571.68</b>	<b>296,571.68</b>
<b>BUILDING PROJECT (31)</b>	-	-	-
<b>CAPITAL PROJECTS (33)</b>	-	138,394.62	138,394.62
<b>PPEL FUND (36)</b>	-	1,644.39	1,644.39
<b>DEBT SERVICE (40)</b>	-	2,000.00	2,000.00
<b>TRUST/AGENCY FUND (81)</b>	-	-	-
<b>GRAND TOTAL</b>	-	<b>438,610.69</b>	<b>142,039.01</b>

## EXPENDITURES

	PRIOR BALANCE	MONTHLY	TOTAL EXPENSED
<b>General Fund (10)</b>			
Salaries	-	491,180.37	491,180.37
Employee Benefits	-	122,222.90	122,222.90
Prof/Tech Services	-	5,674.21	5,674.21
Purchased Services	-	15,408.03	15,408.03
Supplies	-	34,157.23	34,157.23
Misc.	-	1,002.97	1,002.97
<b>MANAGEMENT (22)</b>	-	-	-
<b>Total</b>	-	<b>669,645.71</b>	<b>669,645.71</b>
<b>BUILDING PROJECT (31)</b>	-	-	-
<b>CAPITAL PROJECTS (33)</b>	-	36,593.18	36,593.18
<b>PPEL (36)</b>	-	-	-
<b>DEBT SERVICE (40)</b>	-	2,000.00	2,000.00
<b>SCHOLARSHIP TRUST FUND (81)</b>	-	-	-
<b>AGENCY FUND (91)</b>	-	-	-
<b>GRAND TOTAL</b>	-	<b>708,238.89</b>	<b>38,593.18</b>

**WEST BURLINGTON SCHOOLS  
ACTIVITY FUND BANK RECONCILIATION**

MONTH OF January 2019

Previous Month's Secretary Balance		\$107,295.76
Monthly Receipts	+	\$1,518.33
Monthly Expenditures	-	-\$2,784.16
ISJIT Interest	-	-\$68.88
Adjustments	-	
<b>Secretary Ending Balance</b>		<b>\$105,961.05</b>
Bank Statement Balance		\$115,287.98
Outstanding Checks	-	-\$9,326.93
Outstanding Deposits	+	
<b>Current Bank Balance</b>		<b>\$105,961.05</b>
Invested in ISJIT on	<u>12/31/2018</u>	\$38,102.35
ISJIT Transfer	-	\$0.00
ISJIT Interest for	<u>January</u>	+\$68.88
Total ISJIT Funds on	<u>1/31/2019</u>	\$38,171.23
<b>Current Bank Balance</b>		<b>\$105,961.05</b>
<b>Total ISJIT Funds</b>	+	<b>\$38,171.23</b>
<b>Current Ending Cash Balance</b>		<b>\$144,132.28</b>



<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
<b>Fund: 21    ACTIVITY FUND</b>				
<u>Current Assets</u>				
21 000 0000 101	CASH IN BANK	107,295.76	(1,334.71)	105,961.05
21 000 0000 101 610	ISJIT INTEREST	38,102.35	68.88	38,171.23
21 000 0000 111	Investments	0.00	0.00	0.00
21 000 0000 150	Other Receivables	0.00	0.00	0.00
21 000 0000 153	Receivable	0.00	0.00	0.00
21 000 0000 172	Inventories for resale	0.00	0.00	0.00
	Current Assets Subtotal:	<u>145,398.11</u>	<u>(1,265.83)</u>	<u>144,132.28</u>
<u>Other Assets</u>				
21 000 0000 301	BUDGETED REVENUES	0.00	0.00	0.00
21 000 0000 302	REVENUES	(75,465.85)	(1,518.33)	(76,984.18)
	Other Assets Subtotal:	<u>(75,465.85)</u>	<u>(1,518.33)</u>	<u>(76,984.18)</u>
	<b>Total Assets and Deferred Outflows of Resources:</b>	<u><u>69,932.26</u></u>	<u><u>(2,784.16)</u></u>	<u><u>67,148.10</u></u>
<u>Current Liabilities</u>				
21 000 0000 421	ACCOUNTS PAYABLE	0.00	0.00	0.00
21 000 0000 423	Warrants Payable	0.00	0.00	0.00
21 000 0000 430	Contracts payable	0.00	0.00	0.00
	Current Liabilities Subtotal:	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<u>Other Liabilities</u>				
21 000 0000 601	BUDGET EXPENDITURES	0.00	0.00	0.00
21 000 0000 602	EXPENDITURES/EXPENSES	(49,510.48)	(2,784.16)	(52,294.64)
21 000 0000 603	Encumbrances	0.00	0.00	0.00
	Other Liabilities Subtotal:	<u>(49,510.48)</u>	<u>(2,784.16)</u>	<u>(52,294.64)</u>
<u>Fund Balance</u>				
21 000 0000 713 052	Reserve For Encumbrances	0.00	0.00	0.00
21 000 0000 798	BUDGETED FUND BALANCE	0.00	0.00	0.00
21 000 0000 999	Suspense Account	0.00	0.00	0.00
21 000 6040 729	DANCE TEAM FUND BALANCE	353.80	0.00	353.80
21 000 6100 729	ISJIT FUND BALANCE	13,718.95	0.00	13,718.95
21 000 6110 729	JH DRAMA FUND BALANCE	4,851.69	0.00	4,851.69
21 000 6209 729	BOOK FAIR FUND BALANCE	38.66	0.00	38.66
21 000 6220 729	MUSIC TRIP FUND BALANCE	(453.51)	0.00	(453.51)
21 000 6230 729	HS DRAMA FUND BALANCE	2,412.15	0.00	2,412.15
21 000 6500 729	ATHLETICS FUND BALANCE	88,610.61	0.00	88,610.61
21 000 6510 729	BANK ACCT FUND BALANCE	(8,846.40)	0.00	(8,846.40)
21 000 7016 729	JH STU COUNCIL FUND BALANCE	674.35	0.00	674.35
21 000 7116 729	CLASS OF 2016 FUND BALANCE	(28.26)	0.00	(28.26)
21 000 7117 729	CLASS OF 2017 FUND BALANCE	201.48	0.00	201.48
21 000 7118 729	CLASS OF 2018	20.52	0.00	20.52

<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
21 000 7119 729	CLASS OF 2019 FUND BALANCE	24.49	0.00	24.49
21 000 7120 729	CLASS OF 2020	1,128.49	0.00	1,128.49
21 000 7300 729	ART CLUB FUND BALANCE	1,096.75	0.00	1,096.75
21 000 7305 729	FCCLA FUND BALANCE	(1,101.49)	0.00	(1,101.49)
21 000 7315 729	NHS FUND BALANCE	(662.82)	0.00	(662.82)
21 000 7325 729	PEP CLUB FUND BALANCE	540.42	0.00	540.42
21 000 7335 729	HS SCI CLUB FUND BALANCE	1,423.78	0.00	1,423.78
21 000 7340 729	SPANISH CLUB FUND BALANCE	776.51	0.00	776.51
21 000 7341 729	ANIME CLUB FUND BALANCE	71.00	0.00	71.00
21 000 7342 729	LEGO LEAGUE FUND BALANCE	57.85	0.00	57.85
21 000 7350 729	JH/HS YBOOK FUND BALANCE	6,643.07	0.00	6,643.07
21 000 7355 729	HS STU COUNCIL FUND BALANCE	1,190.72	0.00	1,190.72
21 000 7505 729	POST PROM FUND BALANCE	2,083.81	0.00	2,083.81
21 000 7506 729	PROM FUND BALANCE	(285.84)	0.00	(285.84)
21 000 7535 729	ES STU ACT FUND BALANCE	1,671.63	0.00	1,671.63
21 000 7536 729	AUTHOR FUND BALANCE	88.00	0.00	88.00
21 000 7537 729	JH/HS SOAR FUND BALANCE	2,092.36	0.00	2,092.36
21 000 7670 729	JH/HS CHEER FUND BALANCE	1,049.98	0.00	1,049.98
21 000 9000 729	TRANSFERS TO OTHER FUNDS FUND BALANCE	(0.01)	0.00	(0.01)
	Fund Balance Subtotal:	119,442.74	0.00	119,442.74
	<b>Total Liabilities, Deferred Inflows of Resources, and Fund Equity:</b>	<b>69,932.26</b>	<b>(2,784.16)</b>	<b>67,148.10</b>

January-19

GRADES K-5:	
Student Lunches	4194
Free Student Lunches	2257
Reduced Student Lunches	369
Adult Lunches	5
Free Cooks Lunches	43
Student Breakfasts	1118
Free Student Breakfasts	841
Reduced Student Breakfasts	38
Adult Breakfasts	0

RECEIPTS	
Student Lunches	\$0.00
A La Carte Sales	\$0.00
Bank Interest	\$2.99
State/Federal Aid	\$23,443.96
Miscellaneous Receipts	<u>\$0.00</u>
TOTAL RECEIPTS	\$23,446.95

GRADES 6-12:	
Student Lunches	5267
Free Student Lunches	2361
Reduced Student Lunches	346
Adult Lunches	90
Free Cooks Lunches	25
Student Breakfasts	1327
Free Student Breakfasts	1009
Reduced Student Breakfasts	92
Adult Breakfasts	5

Average Lunches Served	566
Average Lunches Served January 2018	568
Average Breakfast Served	125
Average Breakfast Served January 2018	112
Number of Days Food Served in January 2019	17
Number of Days Food Served in January 2018	19

PAYROLL EXPENDITURES: \$19,484.72

PAYROLL EXPENDITURES \$19,484.72

FOOD EXPENDITURES:	
Anderson Erickson Dairy	\$2,732.74
Earthgrains	\$0.00
Interstate Brands	\$0.00
Kohl Wholesale	\$0.00
Martin Brothers Distributing	\$6,638.42
Pan-O-Gold	\$0.00
Performance Food Group	\$0.00
Prairie Farms Dairy	\$0.00
Walmart	<u>\$99.92</u>

FOOD EXPENDITURES \$9,471.08

A LA CARTE EXPENDITURES:	
Miscellaneous Expenditures	\$972.03
Pizza Hut	\$0.00

A LA CARTE EXPENDITURES: \$972.03

CONCESSION STAND EXPENDITURES: \$0.00

CONCESSION STAND EXPENDITURES: \$0.00

MISCELLANEOUS EXPENDITURES:	
Bad Check	\$0.00
Bank Charges	\$0.00
Delivery Charges	\$0.00
Dues/Fees	\$144.50
Equipment	\$0.00
Hotel/Lodging	\$0.00
Refunds	\$0.00
Repairs	\$0.00
Reimbursements	\$0.00
Training	\$0.00
Mileage	\$0.00
Miscellaneous Supplies	<u>\$702.40</u>

MISCELLANEOUS EXPENDITURES \$846.90

TOTAL EXPENDITURES \$30,774.73

ADJUSTMENTS:

ADJUSTMENTS \$0.00

ISJIT:	
Beginning Balance	\$60,185.13
Receipts	\$5,554.69
Expenditures	\$0.00

ISJIT ENDING BALANCE \$65,739.82

Secretary Balance 12/31/18	\$177,326.82
Receipts	\$23,446.95
Expenditures	\$30,774.73
Voided Checks	<u>\$0.00</u>

Bank Balance 01/31/19	\$189,771.36
Outstanding Checks	\$19,772.32
Outstanding Deposits	<u>\$0.00</u>

Secretary Balance 01/31/19	\$169,999.04
Total ISJIT Funds	\$65,739.82
<b>Current Ending Cash Balance</b>	<b>\$235,738.86</b>

Reconciled Bank Balance \$169,999.04

February 4, 2019

Jeff Housel  
West Burlington School District  
408 Van Weiss Blvd.  
West Burlington, IA 52655

Dear Mr. Housel,

I would like to notify you that I am resigning from the position of Assistant Football Coach for West Burlington High School.

I would like to thank you and the whole West Burlington staff for the opportunity to learn and grow as a coach. I genuinely enjoyed every moment spent with the team, and West Burlington Football supporters.

Sincerely,

Jordan Webb



Sandy Miller &lt;sandy.miller@wbschools.us&gt;

---

**Fwd: resignation letter**

1 message

---

**David Schmitt** <David.Schmitt@wbschools.us>  
To: Sandy Miller <sandy.miller@wbschools.us>

Tue, Feb 12, 2019 at 11:53 AM

For Monday's meeting

Dave

----- Forwarded message -----

**From:** Bruce Snodgrass <Bruce.Snodgrass@wbschools.us>  
**Date:** Tue, Feb 12, 2019 at 11:46 AM  
**Subject:** Fwd: resignation letter  
**To:** David Schmitt <David.Schmitt@wbschools.us>

to add to the board packet for monday, then we can have them approve Samantha Hertzler's hire as Chanelle's replacement.

----- Forwarded message -----

**From:** Chanelle Nichols <nellynell2009@gmail.com>  
**Date:** Tue, Feb 12, 2019 at 11:42 AM  
**Subject:** resignation letter  
**To:** <Bruce.Snodgrass@wbschools.us>

To whom it may concern,

I would like to notify you that I am resigning from my position as the Building Bridges Associate. Effective February 11, 2019. This is due to some health issues that need to be resolved. I would like to thank you all so much for the opportunity you have given me to be a part of your team.

Sincerely,  
Chanelle Nichols--  
Bruce Snodgrass  
Principal  
West Burlington Jr/Sr High School  
319-754-6567

## Outdoor Recreation

Outdoor Recreation course provides students with knowledge, experience, and opportunity to develop skills in more than one recreational sport or outdoor pursuit (such as adventure activities, croquet, frisbee golf, bocce ball, fishing, hiking, cycling, hunter safety, camping, survival, etc.)

Who - Outdoor recreation will be exclusively offered to Juniors and Seniors.

When - For outdoor recreation will be a two course period. Students will be allowed to gain 2 credits for this class. Class will meet at 7:30 and will continue until the end of 1st Period at 9:14.

### Curriculum

- Hunters Education - Students will complete the hunters education course.
  - Des Moines County Conservation has offered to aid in the completion of this course
- Boating Safety Education
  - Complete the Boating Safety Education course. Students who wish to become certified would have to pay \$34.50 to become certified.
- Fishing
  - tying a knot, baiting a hook, casting, different fishing techniques, identifying different fish of Iowa
  - Equipment will be provided by Des Moines County Conservation
- Archery
  - Instructional, Shooting, Field trip to popup shoot.
  - WB currently has bows, arrows and targets, but the equipment is dated. The Des Moines County Conservation will allow us to borrow their supply of bows to teach the class.
- Camping
  - Setting up a tent, where/how to set up a campsite, essentials for camping, how to start a fire, how to make a shelter without a tent, etc.
- Orienteering
  - Compass Reading, Directions, Scavenger Hunt
- Wilderness Survival Skills
  - How to survive in the wilderness with basic
- Recreational Games
  - Bags, Frisbee Golf, Horse shoes, Can Jam, Spike Ball, etc.
- Canoeing
  - Canoeing and kayaking fundamentals
  - Partnering with Des Moines County Conservation for Canoes
- Pollution and Recycling
  - Understand the importance of keeping the environment clean

Costs - The cost should be minimal to start up the class

- \$200 - Orienteering Compasses
- \$340 - Recreational Games

### Physical Education Standards and Benchmarks

STANDARD 1: Demonstrates competency in motor skills and movement patterns needed to perform a variety of physical activities

- Demonstrates appropriate physical skills as they apply to adult fitness activities and games
- Demonstrates adult form in movement skills appropriate for lifelong activities and sports.
- Utilizes movement functions in the context of adult fitness activities & games.

STANDARD 2: Demonstrates understanding of movements, concepts, principles, strategies and tactics as they apply to the learning and performance of physical activities

- Identifies and demonstrates psychological and physiological factors and concepts that govern successful movement performance (i.e. concentration, posture, follow-through).
- Successfully applies movement patterns to adult games and sports.

STANDARD 3: Participates regularly in physical activity

- Successfully reaches current activity levels outlined by state/federal agencies.
- Willingly participates in a variety of physical activities appropriate for maintaining or enhancing a healthy, active lifestyle.
- Demonstrates the ability to monitor and adjust physical activity to meet personal physical activity needs and goals.
- Demonstrates the use of appropriate strategies for effecting behavior change regarding physical activity among adults.

STANDARD 4: Achieves and maintains a health-enhancing level of physical fitness

- Maintains appropriate levels of cardiorespiratory endurance, muscular strength and endurance, flexibility and body composition necessary for a healthy and productive life.

STANDARD 5: Exhibits responsible personal and social behavior that respects self and others in physical activity settings.

- Actively seeks to utilize games and sports to get to know and understand others of like and unlike backgrounds.

STANDARD 6: Values physical activity for health, enjoyment, challenge, self-expression and/or social interaction.

- Reflects on the thought process to choose particular lifelong activities and sports.
- Identifies the reasons (such as health, enjoyment, challenge, self-expression and social interaction) to participate in individual and group lifelong activities and sports.

## GRADUATION REQUIREMENTS

Students must successfully complete the courses required by the board and Iowa Department of Education in order to graduate.

It is the responsibility of the superintendent to ensure that students complete grades one through twelve and that high school students must earn a minimum of 54 credits and maintain a cumulative GPA of 1.0 or higher. A credit is earned for the successful completion of a course that meets for a semester. The Board of Education has established the following requirements to be included within the designated credit minimum of 54 credits:

- 8 credits of Language Arts to include English 9, English 10, American Literature, British Literature, and Speech
- 6 credits of Science to include Biology, Physical Science, and Earth/Space Science
- 6 credits of Mathematics to include Algebra 1 and higher
- 6 credits of Social Studies to include American History, World History, Government, Sociology or Psychology
- 1 credit of Personal Finance or Economics
- 1 credit of Health
- 4 credits of Physical Education \*
- 1 credit of Computer Applications
- 1 credit of Workplace Readiness
- 2 credits of Family Consumer Science or Industrial Technology
- 18 credits of Elective classes

\*PE is required each semester (Can be modified for early graduate candidates and those using the senior exemption)

Students that meet the following requirements will be issued an Honors Diploma.

- 10 credits of Language Arts to include English 9, English 10, American Literature, British Literature, Speech, and Composition 1, Composition 2 or College Comp
- 9 credits of Science to include Biology, Physical Science, Earth/Space Science, Chemistry, and Physics
- 8 credits of Mathematics to include Algebra 1, Algebra II, Geometry, and Advance Math
- 6 credits of Social Studies to include American History, World History, Government, Sociology or Psychology
- 1 credit of Personal Finance or Economics
- 1 credit of Health
- 4 credits of Physical Education\*
- 1 credit of Computer Applications
- 1 credit of Workplace Readiness
- 2 credits of Fine Arts
- 2 credits of Family Consumer Science or Industrial Technology
- 8 credits of Foreign Language
- 1 credit of Elective Classes

\*PE is required each semester (Can be modified for early graduate candidates and those using the senior exemption)



The required courses of study will be reviewed by the board annually.

Code No. 505.5  
Page 2 of 2

Legal Reference: Iowa Code §§ 256.11, .11A; 279.8; 280.3, .14 (2013).  
281 I.A.C. 12.2, .5

Cross Reference: 505 Student Scholastic Achievement  
603.3 Special Education

Approved 04/16/07

Reviewed \_\_\_\_\_

Revised 2/18/2019