

**BOARD OF EDUCATION MEETING
September 15, 2014**

ISSUE: Current/Future Building Project

- Consideration of State Review – Addition of Elevator
- Greenhouse

CONTACT: Superintendent Lisa Beames

BACKGROUND:

Discussion can continue on current and future building projects.

- Consideration of State Review – Addition of Elevator will also be discussed and action taken if necessary.
- Greenhouse Discussion

THE RECOMMENDATION IS:

If action is needed, it will be taken here.

Septagon Construction Co., Inc - Ced

Meeting Agenda/Minutes

3500 J ST SW

No. 9.1

Cedar Rapids, IOWA 52404

Phone: 319-365-6848

Fax: 319-365-9362

PROJECT TITLE: Anamosa CSD High School Additions

MEETING DATE: 9/15/2014

LOCATION: 200 S. Garnavillo

SUBJECT: Status Report

ITEM	STATUS	STARTED	DUE	BALL IN COURT
1.000	OPN			
CONSTRUCTION MANAGERS REPORT				

1.013	NEW	9/11/2014	9/15/2014	SCCI-CED	TH
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Strawberry Hill Elementary: Progress continues in both upper and lower level equipment rooms. See attached E-Mail from Travis Kraus(Dbq. P&H).

High School: Authorization has been given to utilize practice field. CM coordinating with contractor to have all disturbed areas re-seeded. A temporary Kiln room has been constructed and Kilns are up and running.

2.000	OPN				
ITEMS FOR DISCUSSION & REQUIRING BOARD ACTION					

2.041	NEW	9/11/2014		ACSD	BD
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Review and discuss WP HS 13A Greenhouse. On Bid Day 3/13/14 there were two Bids received - Wisconsin Solar Design, Inc. \$68,087.00, and Winandy Greenhouse Co., Inc. \$95,630.00. Both companies were requested to provide Value Engineering to reduce the cost of the Greenhouse. On 3/27/14 Wisconsin Solar Design, Inc. provided a proposal of \$40,436.00, and on 3/24/14 Winandy Greenhouse Co., Inc. provided a proposal for \$44,972.00.

On 6/16/14 Shive-Hattery produced a Bid Request to be sent to Farmtek, Hummert International, Rimol Greenhouse Systems, Inc., and International Greenhouse Co. All four companies declined to provide a bid.

On 7/9/14 The Construction Manager requested Wisconsin Solar Design, Inc. to try to Value Engineer an additional \$10,000.00 out of their 3/27/14 proposal, they were able to get it down to \$33,278.00.

The Construction Manager has verified with Wisconsin Solar Design that the pricing is still valid for the two proposals and has requested the additional cost for providing a bond with the proposals. The March 27, 2014 proposal with Bond included would be \$41,447.00, and the July 9, 2014 proposal with bond would be \$34,110.00.

The line item budget for WP HS 13A Greenhouse is \$43,000.00.

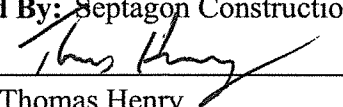
The Construction Manager recommends that the Board of Directors award WP HS 13A Greenhouse to Wisconsin Solar Design - March 27, 2014 Revised proposal for \$40,436.00, as this proposal is within budget and is the same size as the foundation that is already installed.

3.000	OPN				
CHANGE ORDER STATUS					

3.013	NEW	9/11/2014	9/15/2014	SCCI-CED	TH
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Review the attached log of all Change Documents By Change Management Number.

Prepared By: Septagon Construction Co., Inc - Ced

Signed: 
Thomas Henry

Dated: 9/11/2014

Septagon Construction Co., Inc - Ced

3500 J ST SW

Meeting Agenda/Minutes

No. 9.1

Cedar Rapids, IOWA 52404

Phone: 319-365-6848

Fax: 319-365-9362

PROJECT TITLE: Anamosa CSD High School Additions

MEETING DATE: 9/15/2014

LOCATION: 200 S. Garnavillo

SUBJECT: Status Report

ITEM	STATUS	STARTED	DUE	BALL IN COURT
4.000	OPN			
SCHEDULE UPDATE				

4.013	NEW	9/11/2014	9/15/2014	SCCI-CED TH
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Strawberry Hill Elementary: Boiler start-ups the week of October 20th, 2014. See attached E-Mail from Travis Kraus (Dbq. P&H)

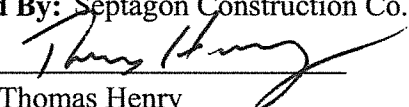
High School: CM is currently revising schedule. PAC has majority of precast panels set. We are getting 1st delivery of steel package the week of 9/22/2014. Area B new science classrooms, roofing starting on 9/15/2014. CMU and limestone started on 9/10/2014. Locker Rooms, painting completion wrapping up. Flooring starting on 9/15/2014 with anticipation of 10 days to install. We will then need an additional 10 days to complete finishes. CM will try to schedule bldg. inspector the week of 10/13/2014 to acquire occupancy.

5.000	OPN			
BUDGET UPDATE				

5.013	NEW	9/11/2014	9/15/2014	SCCI-CED TH
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Review the attached Budget, AIA Document G703 Continuation Sheet, application No.: 00012, for work performed during the month of August.

Prepared By: Septagon Construction Co., Inc - Ced

Signed: 
Thomas Henry

Dated: 9/11/2014

Attachment "A" Schedule of Payments

Month of Work: August 2014

The following represents payment applications for additions and renovations to the Anamosa CSD.

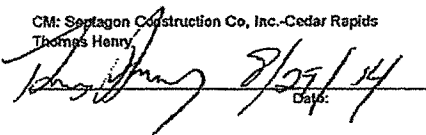
WP	Description	Contractor/Vendor	Paid	Amount Due
		Shive-Hattery		
			Total Due	\$34,687.50
GC 01A	Architect Fee	Shive-Hattery	\$34,687.50	
GC 01B	Architects Reimbursables	Shive-Hattery		
		Septagon Construction		
			Total Due	\$27,826.33
GC 01C	Construction Manager Fee	Septagon Construction	\$10,500.00	
GC 01D	CM Reimbursables	Septagon Construction	\$17,326.33	
GC 01E	General Conditions	Century Link	\$105.81	
GC 01E	General Conditions	Soil-Tek - Silt fence -		
GC 01E	General Conditions	Soil-Tek - SWPPP Inspection		\$325.00
GC 01E	General Conditions	Select Service - SH \$85.00, HS \$340.00	\$425.00	
GC 01E	General Conditions	Brain Engineering - Staking		\$464.20
GC 01E	General Conditions	Team Services - Testing		\$4,696.20
GC 01E	General Conditions	A & L Roloff - HS \$945.80, SH \$1,112.00		\$2,058.70
GC 01E	General Conditions	Heier Fencing & Supply - Temp Fence Replacement		\$980.00
GC 01F	Owner Expenses			
GC 01G	General Contingency			
WP HS 03A	Building Concrete	KE Flatwork, Inc.		223,052.00
WP HS 04A	Masonry	Portzen Construction, Inc.		\$21,804.16
WP HS 05A	Steel & Precast Concrete	Tricon General Construction		\$274,035.85
WP HS 06A	Carpentry & General Construction	Loecke Building Service		\$145,703.31
WP HS 07A	Roofing	Geisler Brothers Company		
WP HS 08A	Aluminum Assemblies & Glazing	Zopher Aluminum Products, Inc.		
WP HS 09A	Painting	Corridor Paint & Drywall, Inc.		\$14,260.00
WP HS 09B	Floor Coverings	Floor Show Companies		
WP HS 09E	Fluid Applied Flooring	SCS Flooring Co.		
WP HS 11A	Rigging	Tiffin Scenic Studios, Inc.		
WP HS 11B	Stage Lighting	Gopher Stage Lighting, Inc.		
WP HS 11D	Sound & Video System	Douglass Communications		\$12,676.80
WP HS 12A	Auditorium Seating	Iowa Direct Equipment		
WP HS 13A	Greenhouse	Budget		
WP HS 14A	Wheelchair Lifts	Nu-Trend Accessibility Systems, Inc.		
WP HS 21A	Sprinklers	Midwest Automatic Fire Sprinkler Co.		
WP HS 22A	Plumbing	Dubuque Plumbing a division of Portzen		\$2,231.85
WP HS 23A	HVAC	Geisler Brothers Company		\$402,402.94
WP HS 26A	Electrical, Communications	Hawkeye Electric		\$226,392.48
WP HS 31A	Sitework & Site Utilities	Rathje Construction Co.		\$5,721.38
WP HS 32A	Asphalt Repair	Budget		
WP HS 32B	Exterior Concrete Paving & Sidewalk	Eggleston Concrete Contractors, Inc.		
WP HS 32C	Landscaping	Budget		
WP MS 001	MS Athletic Facility			
WP SH 002	SH Playground Renovations			
WP SH 003	SH Security Upgrades			
WP SH 06A	Demo & General Construction	Loecke Building Service		\$97,573.55
WP SH 23A	Mechanical	Dubuque Plumbing a division of Portzen		\$76,657.68
WP SH 26A	Electrical, Communications	Hoddy Gates Electrical Service		\$28,899.20
			\$530.81	\$1,602,438.12

\$1,802,968.93

Certificate for Payment

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the above amounts are certified to the Owner to the best of the knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractors above are entitled to payment as individual and in total as listed above.

CM: Septagon Construction Co, Inc.-Cedar Rapids
Thomas Henry


Date: 8/29/14

Architect: Shive-Hattery, Inc.


Date: 9-2-14

CONTINUATION SHEET

AIA DOCUMENT G703

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification, is attached. In tabulations below, amounts are stated to the nearest dollar. Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO.: 00012
 APPLICATION DATE: 9/4/2014
 PERIOD TO: 513008
 ARCHITECT'S PROJECT NO.:

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE) RATE
			FROM PREVIOUS APPLICATION (D + E)	% (G+C)					
AF 03A	AF Building Concrete (Cardinal)	\$100,778.00	\$100,778.00	\$0.00	\$0.00	\$0.00	\$100,778.00	100.000	\$0.00
AF 13A	AF Pre-Engineered Metal Building (Portzen)	\$116,737.00	\$116,737.00	\$0.00	\$0.00	\$0.00	\$116,737.00	100.000	\$0.00
AF 23A	AF Mechanical (Geisler Brothers)	\$49,365.86	\$49,365.86	\$0.00	\$0.00	\$0.00	\$49,365.86	100.000	\$0.00
AF 26A	AF Electrical (Delancy)	\$28,898.66	\$28,898.66	\$0.00	\$0.00	\$0.00	\$28,898.66	100.000	\$0.00
GC 01A	Architect's Fee	\$1,477,845.00	\$1,219,545.00	\$34,687.50	\$0.00	\$0.00	\$1,254,232.50	84.869	\$223,612.50
GC 01B	Architect's Reimbursables	\$50,000.00	\$44,213.95	\$0.00	\$0.00	\$0.00	\$44,213.95	88.428	\$5,786.05
GC 01C	Construction Manager's Fee	\$450,000.00	\$181,500.00	\$10,500.00	\$0.00	\$0.00	\$192,000.00	42.667	\$258,000.00
GC 01D	Construction Manager's Reimbursables	\$435,800.00	\$149,897.30	\$17,326.33	\$0.00	\$0.00	\$167,223.63	38.372	\$268,576.37
GC 01E	General Conditions	\$725,379.00	\$45,300.12	\$9,053.91	\$0.00	\$0.00	\$54,354.03	7.493	\$671,024.97
GC 01F	Owner's Expenses	\$75,000.00	\$10,278.09	\$0.00	\$0.00	\$0.00	\$10,278.09	13.704	\$64,721.91
GC 01G	General Contingency	\$805,350.09	\$40,784.30	\$0.00	\$0.00	\$0.00	\$40,784.30	5.064	\$764,565.79
HS 03A	Building Concrete (KE Flatwork)	\$1,185,900.00	\$320,500.00	\$223,052.00	\$0.00	\$0.00	\$543,552.00	45.835	\$642,348.00
HS 04A	Masonry (Portzen)	\$683,541.00	\$106,160.64	\$21,904.15	\$0.00	\$0.00	\$128,064.79	18.735	\$555,476.21
HS 05A	Steel & Precast (Tricon)	\$1,719,706.60	\$577,797.14	\$274,035.85	\$0.00	\$0.00	\$851,832.99	49.534	\$867,873.61
HS 06A	Carpentry & General Construction (Loecke)	\$1,381,443.41	\$73,278.25	\$145,703.31	\$0.00	\$0.00	\$218,981.56	15.852	\$1,162,461.85
HS 07A	Roofing (Geisler Brothers)	\$304,300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0	\$304,300.00
HS 08A	Aluminum & Glazing (Zephyr)	\$81,605.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0	\$81,605.00
HS 09A	Painting (Corridor)	\$148,503.00	\$0.00	\$14,250.00	\$0.00	\$0.00	\$14,250.00	9.596	\$134,253.00
HS 09B	Floor Coverings (Floor Show)	\$96,940.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0	\$96,940.00
HS 09E	Fluid Applied Floor (SCS Flooring)	\$29,574.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0	\$29,574.00
HS 11A	Rigging (Tiffin Studios)	\$249,266.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0	\$249,266.00
HS 11B	Stage Lighting (Gopher)	\$163,957.42	\$8,164.45	\$0.00	\$0.00	\$0.00	\$8,164.45	4.980	\$155,792.97
HS 11D	Sound & Video Systems (Douglass)	\$90,973.00	\$0.00	\$12,676.80	\$0.00	\$0.00	\$12,676.80	13.935	\$78,296.20
HS 12A	Auditorium Seating (Iowa Direct)	\$127,400.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0	\$127,400.00
HS 13A	Greenhouse (Budget)	\$43,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0	\$43,000.00
HS 14A	Wheelchair Lifts (Nu-Trend)	\$49,498.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0	\$49,498.00
HS 21A	Sprinkler (Midwest)	\$68,400.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0	\$68,400.00
HS 22A	Plumbing (Dubuque Plumbing)	\$315,068.30	\$116,850.00	\$2,231.85	\$0.00	\$0.00	\$119,081.85	37.796	\$195,986.45
HS 23A	HVAC (Geisler Brothers)	\$2,512,059.04	\$704,978.85	\$402,402.94	\$0.00	\$0.00	\$1,107,381.79	44.083	\$1,404,677.25
HS 26A	Electrical (Hawkeye)	\$1,387,467.73	\$154,375.00	\$226,392.48	\$0.00	\$0.00	\$380,767.48	27.443	\$1,006,700.25
HS 31A	Sitework (Rathje)	\$387,265.37	\$95,292.66	\$5,721.38	\$0.00	\$0.00	\$101,014.04	26.084	\$286,251.33
HS 32A	Asphalt Repair (Budget)	\$50,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0	\$50,000.00
HS 32B	Exterior Concrete (Eggleston)	\$249,700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0	\$249,700.00
HS 32C	Landscaping (Budget)	\$100,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0	\$100,000.00

CONTINUATION SHEET

AIA DOCUMENT G703

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT,

APPLICATION NO.: 00012

containing Contractor's signed Certification, is attached.

APPLICATION DATE:

In tabulations below, amounts are stated to the nearest dollar.

PERIOD TO: 9/4/2014

Use Column I on Contracts where variable retainage for line items may apply.

ARCHITECT'S PROJECT NO.: 513008

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE) RATE	
			FROM PREVIOUS APPLICATION (D + E)	% (G ÷ C)						
MS 001	MS Athletic Facility	\$450,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0	\$450,000.00	\$0.00
SH 002	SH Playground Renovations	\$150,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0	\$150,000.00	\$0.00
SH 003	SH Security Upgrades	\$75,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0	\$75,000.00	\$0.00
SH 06A	Demo & General Construction (Loecke)	\$206,201.00	\$84,503.45	\$97,573.55	\$182,077.00	\$0.00	\$182,077.00	88.301	\$24,124.00	\$0.00
SH 23A	Mechanical (Dubuque Plumbing & Heating)	\$1,009,187.03	\$694,385.40	\$76,557.68	\$770,943.08	\$0.00	\$770,943.08	76.392	\$238,243.95	\$0.00
SH 26A	Electrical (Hoddy Gates)	\$170,644.49	\$129,302.48	\$28,899.20	\$158,201.68	\$0.00	\$158,201.68	92.708	\$12,442.81	\$0.00
		\$17,801,754.00	\$5,052,886.60	\$1,602,968.93	\$6,655,855.53	\$0.00	\$6,655,855.53	37.39%	\$11,145,898.47	\$0.00



Thomas Henry <thenry@septagon.com>

Strawberry Hill Boiler Inspection

2 messages

Travis Kraus <tkraus@pci-dbq.com>

Wed, Sep 10, 2014 at 11:29 AM

To: "Thomas Henry (thenry@septagon.com)" <thenry@septagon.com>

Cc: Mike Kelly <mkelly@pci-dbq.com>

Tom,

Just so you know a rough idea of what we are planning on doing to get the heating system up and running. Jay is hoping to install the glycol on 10/13 shortly after that Combustion Control will be coming in to repair the existing Aerco boiler this will take approx. 2-3 days. After that we will need to have the owner schedule boiler inspections for all 4 boilers. I will need to have this completed in order to schedule start up on the new boiler. Can you have the owner get the boiler inspection on the calendar for the week of the 20th? When you get a verified date let me know so I can get start up completed. Thanks.

*Travis Kraus**Dubuque Plumbing and Heating**Project Manager/Estimator*

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Thomas Henry <thenry@septagon.com>

Thu, Sep 11, 2014 at 7:09 AM

All Change Documents
By Change Management Number

Job No: 513008

Date: 9/11/2014

Project No: 513008

Page: 1 of 6

Change Management Number : 55201

Type	Issue	To Vendor	From Vendor	Number	Date	Title	Contract Number	Status	Spec Section	Cost
CO		ACSD	ACSD	00001	9/17/2013	Power to Job Trailer AF	513008 GC01E	APP		(\$695.46)
CO		DEC	ACSD	00001	9/17/2013	Power to Job Trailer AF	513008 AF26A	APP		\$695.46

Change Management Number : 55202

Type	Issue	To Vendor	From Vendor	Number	Date	Title	Contract Number	Status	Spec Section	Cost
CO		ACSD	ACSD	00001	10/10/2013	Asphalt Under Building	513008 GC01G	APP		(\$2,677.00)
CO		CCI	ACSD	00001	10/10/2013	Asphalt Under Building	513008 AF03A	APP		\$2,677.00

Change Management Number : 55203

Type	Issue	To Vendor	From Vendor	Number	Date	Title	Contract Number	Status	Spec Section	Cost
CO		PC	ACSD	00001	10/23/2013	Eliminate 1-1/2" Ins.@ Girts	513008 AF13A	APP	07200	(\$561.00)
CO		ACSD	ACSD	00002	10/23/2013	Eliminate 1-1/2" Ins.@ Girts	513008 GC01G	APP		\$561.00

Change Management Number : 55204

Type	Issue	To Vendor	From Vendor	Number	Date	Title	Contract Number	Status	Spec Section	Cost
CO		DEC	ACSD	00002	10/24/2013	Grounding of Bldg, Water , (513008 AF26A	APP		\$365.41
CO		ACSD	ACSD	00003	10/24/2013	Grounding of Bldg, Water , (513008 GC01G	APP		(\$365.41)

Change Management Number : 55205

Type	Issue	To Vendor	From Vendor	Number	Date	Title	Contract Number	Status	Spec Section	Cost
CO		PC	ACSD	00002	10/29/2013	Floor Plan Revision	513008 AF13A	APP		\$200.00
CO		GEISLER	ACSD	00001	10/29/2013	Floor Plan Revision	513008 AF23A	APP		\$1,470.34
CO		DEC	ACSD	00003	10/29/2013	Floor Plan Revision	513008 AF26A	APP		\$1,164.61
CO		ACSD	ACSD	00004	10/29/2013	Floor Plan Revision	513008 GC01G	APP		(\$2,834.95)

Change Management Number : 55206

Type	Issue	To Vendor	From Vendor	Number	Date	Title	Contract Number	Status	Spec Section	Cost
CO		ACSD	ACSD	00005	11/5/2013	Geofoam/Backfill	513008 GC01G	APP		(\$12,989.00)
CO		CCI	ACSD	00002	11/5/2013	Geofoam/Backfill	513008 AF03A	APP		\$12,989.00

Change Management Number : 55207

Type	Issue	To Vendor	From Vendor	Number	Date	Title	Contract Number	Status	Spec Section	Cost
CO		ACSD	ACSD	00006	11/8/2013	Delete Waterproofing	513008 GC01G	APP		\$2,000.00
CO		CCI	ACSD	00003	11/8/2013	Delete Waterproofing	513008 AF03A	APP	07100	(\$2,000.00)

Change Management Number : 55208

Type	Issue	To Vendor	From Vendor	Number	Date	Title	Contract Number	Status	Spec Section	Cost
CO		PC	ACSD	00003	11/12/2013	Deduct-Window Removal &	513008 AF13A	APP		(\$805.00)
CO		ACSD	ACSD	00007	11/12/2013	Deduct-Window Removal &	513008 GC01G	APP		\$805.00

Change Management Number : 55209

Type	Issue	To Vendor	From Vendor	Number	Date	Title	Contract Number	Status	Spec Section	Cost
CO		GEISLER	ACSD	00002	11/14/2013	Reroute Lav Vent Pipe	513008 AF23A	APP		\$644.03
CO		ACSD	ACSD	00008	11/14/2013	Reroute Lav Vent Pipe	513008 GC01G	APP		(\$644.03)

Change Management Number : 55210

Type	Issue	To Vendor	From Vendor	Number	Date	Title	Contract Number	Status	Spec Section	Cost
CO		ACSD	ACSD	00009	11/18/2013	Foundation Insulation Credit	513008 GC01G	APP		\$728.00
CO		CCI	ACSD	00004	11/18/2013	Foundation Insulation Credit	513008 AF03A	APP		(\$728.00)

Change Management Number : 55211

Type	Issue	To Vendor	From Vendor	Number	Date	Title	Contract Number	Status	Spec Section	Cost
CO		ACSD	ACSD	00010	12/19/2013	Guardrail Extention	513008 GC01G	APP		(\$6,288.00)
CO		PC	ACSD	00004	12/19/2013	Guardrail Extention	513008 AF13A	APP		\$6,288.00

All Change Documents
By Change Management Number

Job No: 513008

Date: 9/11/2014

Project No: 513008

Page: 2 of 6

Change Management Number : 55212

Type	Issue	To Vendor	From Vendor	Number	Date	Title	Contract Number	Status	Spec Section	Cost
CO		ACSD	ACSD	00011	12/23/2013	Mechanical Room Layout	513008 GC01G	APP		(\$2,243.29)
CO		GEISLER	ACSD	00003	12/23/2013	Mechanical Room Layout	513008 AF23A	APP		\$2,243.29

Change Management Number : 55213

Type	Issue	To Vendor	From Vendor	Number	Date	Title	Contract Number	Status	Spec Section	Cost
CO		ACSD	ACSD	00012	1/27/2014	Gas Pipe & HRV Duct Revis	513008 GC01G	APP		(\$1,223.20)
CO		GEISLER	ACSD	00004	1/27/2014	Gas Pipe & HRV Duct Revis	513008 AF23A	APP		\$1,223.20

Change Management Number : 55214

Type	Issue	To Vendor	From Vendor	Number	Date	Title	Contract Number	Status	Spec Section	Cost
CO		ACSD	ACSD	00013	2/13/2014	Occupancy Inspection Requ	513008 GC01G	APP		(\$545.18)
CO		DEC	ACSD	00004	2/13/2014	Occupancy Inspection Requ	513008 AF26A	APP		\$545.18

Change Management Number : 55215

Type	Issue	To Vendor	From Vendor	Number	Date	Title	Contract Number	Status	Spec Section	Cost
CO		CCI	ACSD	00005	2/13/2014	Delete Seeding/Surface Res	513008 AF03A	APP		(\$5,160.00)
CO		ACSD	ACSD	00014	2/13/2014	Delete Seeding/Surface Res	513008 GC01G	APP		\$5,160.00

Change Management Number : 55217

Type	Issue	To Vendor	From Vendor	Number	Date	Title	Contract Number	Status	Spec Section	Cost
CO		GEISLER	ACSD	00005	4/9/2014	Mechanical - Credit for Escu	513008 AF23A	APP		(\$75.00)
CO		ACSD	ACSD	00015	4/9/2014	Mechanical - Credit for Escu	513008 GC01G	APP		\$75.00

Change Management Number : 55218

Type	Issue	To Vendor	From Vendor	Number	Date	Title	Contract Number	Status	Spec Section	Cost
CO		PC	ACSD	00005	4/9/2014	WP AF 13A Unused Labor f	513008 AF13A	APP		(\$885.00)
CO		ACSD	ACSD	00016	4/9/2014	WP AF 13A Unused Labor f	513008 GC01G	APP		\$885.00

Change Management Number : 55219

Type	Issue	To Vendor	From Vendor	Number	Date	Title	Contract Number	Status	Spec Section	Cost
CO		LOECKE	ACSD	00001	4/22/2014	Metal screen wall VE	513008 SH06A	APP		(\$20,347.00)
CO		ACSD	ACSD	00017	4/23/2014	Metal screen wall VE	513008 GC01G	APP		\$20,347.00

Change Management Number : 55220

Type	Issue	To Vendor	From Vendor	Number	Date	Title	Contract Number	Status	Spec Section	Cost
CO		HAWKELEI	ACSD	00001	5/7/2014	HS Post Bid Value Engineer	513008 HS26A	APP		(\$51,000.00)
CO		GEISLER	ACSD	00001	5/5/2014	HS Post Bid Value Engineer	513008 HS23A	APP		(\$43,800.00)
CO		FS	ACSD	00002	6/12/2014	HS Post Bid Value Engineer	513008 HS09B	APP		(\$3,560.00)
CO		KE FLAT	ACSD	00001	5/7/2014	HS Post Bid Value Engineer	513008 HS03A	APP		(\$27,500.00)
CO		GEISLER	ACSD	00001	6/6/2014	HS Post Bid Value Engineer	513008 HS07A	APP		(\$6,500.00)
CO		FS	ACSD	00001	5/23/2014	HS Post Bid Value Engineer	513008 HS09B	APP		(\$4,000.00)
CO		DP&H	ACSD	00001	5/7/2014	HS Post Bid Value Engineer	513008 HS22A	APP		(\$22,300.00)
CO		ACSD	ACSD	00018	5/7/2014	HS Post Bid Value Engineer	513008 GC01G	APP		\$190,880.00
CO		LOECKE	ACSD	00003	6/3/2014	HS Post Bid Value Engineer	513008 HS06A	APP		(\$32,220.00)

Change Management Number : 55221

Type	Issue	To Vendor	From Vendor	Number	Date	Title	Contract Number	Status	Spec Section	Cost
CO		ACSD	ACSD	00019	5/23/2014	WP HS 08B Overhead Coilli	513008 GC01G	APP		(\$13,400.00)
CO		LOECKE	ACSD	00001	5/23/2014	WP HS 08B Overhead Coilli	513008 HS06A	APP		\$13,400.00

Change Management Number : 55222

Type	Issue	To Vendor	From Vendor	Number	Date	Title	Contract Number	Status	Spec Section	Cost
CO		LOECKE	ACSD	00002	5/23/2014	WP HS 09C Acoustical Ceili	513008 HS06A	APP		\$187,735.00
CO		ACSD	ACSD	00020	5/23/2014	WP HS 09C Acoustical Ceili	513008 GC01G	APP		(\$187,735.00)

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Change Management Number : 55223

Type	Issue	To Vendor	From Vendor	Number	Date	Title	Contract Number	Status	Spec Section	Cost
CO	RATHJE	ACSD	ACSD	00002	7/18/2014	Construction Road	513008 HS31A	APP		\$7,900.00
CO	ACSD	ACSD	ACSD	00025	7/18/2014	Construction Road	513008 GC01G	APP		(\$7,900.00)
CO	ACSD	ACSD	ACSD	00002	6/18/2014	Construction Road	513008 GC01E	APP		(\$16,753.00)
CO	RATHJE	ACSD	ACSD	00001	6/18/2014	Construction Road	513008 HS31A	APP		\$16,753.00

Change Management Number : 55224

Type	Issue	To Vendor	From Vendor	Number	Date	Title	Contract Number	Status	Spec Section	Cost
CO	HG	ACSD	ACSD	00001	7/9/2014	SH 26A Non grounded units	513008 SH26A	APP		\$4,683.20
CO	ACSD	ACSD	ACSD	00021	7/24/2014	SH 26A Non grounded units	513008 GC01G	APP		(\$4,683.20)

Change Management Number : 55225

Type	Issue	To Vendor	From Vendor	Number	Date	Title	Contract Number	Status	Spec Section	Cost
CO	ACSD	ACSD	ACSD	00022	7/14/2014	Unit ventilator coil locations	513008 GC01G	APP		(\$7,063.30)
CO	DP&H	ACSD	ACSD	00001	7/14/2014	Unit ventilator coil locations	513008 SH23A	APP	15400	\$7,063.30

Change Management Number : 55226

Type	Issue	To Vendor	From Vendor	Number	Date	Title	Contract Number	Status	Spec Section	Cost
CO	ACSD	ACSD	ACSD	00023	7/18/2014	HS 06A ASI 0004 Doors, Fr	513008 GC01G	APP		(\$1,446.50)
CO	LOECKE	ACSD	ACSD	00004	7/18/2014	HS 06A ASI 0004 Doors, Fr	513008 HS06A	APP		\$1,446.50

Change Management Number : 55227

Type	Issue	To Vendor	From Vendor	Number	Date	Title	Contract Number	Status	Spec Section	Cost
CO	PC	ACSD	ACSD	00001	7/18/2014	Masonry Cleaning WP HS 0	513008 HS04A	APP		\$2,235.00
CO	ACSD	ACSD	ACSD	00024	7/18/2014	Masonry Cleaning WP HS 0	513008 GC01G	APP		(\$2,235.00)

Change Management Number : 55228

Type	Issue	To Vendor	From Vendor	Number	Date	Title	Contract Number	Status	Spec Section	Cost
CO	ACSD	ACSD	ACSD	00026	7/18/2014	Epoxy Resin Countertop Re	513008 GC01G	APP		\$1,200.00
CO	LOECKE	ACSD	ACSD	00005	7/18/2014	Epoxy Resin Countertop Re	513008 HS06A	APP		(\$1,200.00)

Change Management Number : 55229

Type	Issue	To Vendor	From Vendor	Number	Date	Title	Contract Number	Status	Spec Section	Cost
CO	DP&H	ACSD	ACSD	00002	7/28/2014	SH 23A repipe hanging units	513008 SH23A	APP	15400	\$4,237.98
CO	ACSD	ACSD	ACSD	00027	7/28/2014	SH 23A repipe hanging units	513008 GC01G	APP		(\$4,237.98)

Change Management Number : 55230

Type	Issue	To Vendor	From Vendor	Number	Date	Title	Contract Number	Status	Spec Section	Cost
CO	ACSD	ACSD	ACSD	00003	7/28/2014	Storm Damage Clean-up	513008 GC01E	APP		(\$1,993.00)
CO	RATHJE	ACSD	ACSD	00003	7/28/2014	Storm Damage Clean-up	513008 HS31A	APP		\$1,993.00

Change Management Number : 55231

Type	Issue	To Vendor	From Vendor	Number	Date	Title	Contract Number	Status	Spec Section	Cost
CO	ACSD	ACSD	ACSD	00028	7/29/2014	48" Manhole Storm Sewer -	513008 GC01G	APP		(\$11,959.37)
CO	RATHJE	ACSD	ACSD	00004	7/29/2014	48" Manhole Storm Sewer -	513008 HS31A	APP		\$11,959.37

Change Management Number : 55232

Type	Issue	To Vendor	From Vendor	Number	Date	Title	Contract Number	Status	Spec Section	Cost
CO	HAWKELE	ACSD	ACSD	00002	7/29/2014	Upgrade Fire Alarm System	513008 HS26A	APP		\$19,145.70
CO	ACSD	ACSD	ACSD	00029	7/29/2014	Upgrade Fire Alarm System	513008 GC01G	APP		(\$19,145.70)

Change Management Number : 55233

Type	Issue	To Vendor	From Vendor	Number	Date	Title	Contract Number	Status	Spec Section	Cost
CO	LOECKE	ACSD	ACSD	00006	7/30/2014	Door Hardware Area A - Par	513008 HS06A	APP		\$1,106.00
CO	ACSD	ACSD	ACSD	00030	7/30/2014	Door Hardware Area A - Par	513008 GC01G	APP		(\$1,106.00)

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Change Management Number : 55234

Type	Issue	To Vendor	From Vendor	Number	Date	Title	Contract Number	Status	Spec Section	Cost
CO		HFS	ACSD	00001	7/30/2014	Construction Fence Repairs	HSGC01E00005	APP		\$980.00
CO		ACSD	ACSD	00004	7/30/2014	Construction Fence Repairs	513008 GC01E	APP		(\$980.00)

Change Management Number : 55235

Type	Issue	To Vendor	From Vendor	Number	Date	Title	Contract Number	Status	Spec Section	Cost
CO		HAWKELE	ACSD	00003	8/6/2014	WP HS 26A Deduct Hand D	513008 HS26A	APP		(\$4,462.00)
CO		ACSD	ACSD	00031	8/6/2014	WP HS 26A Deduct Hand D	513008 GC01G	APP		\$4,462.00

Change Management Number : 55236

Type	Issue	To Vendor	From Vendor	Number	Date	Title	Contract Number	Status	Spec Section	Cost
CO		HAWKELE	ACSD	00004	8/6/2014	Move Light Switch in LR 17E	513008 HS26A	APP		\$769.87
CO		ACSD	ACSD	00032	8/6/2014	Move Light Switch in LR 17E	513008 GC01G	APP		(\$769.87)

Change Management Number : 55237

Type	Issue	To Vendor	From Vendor	Number	Date	Title	Contract Number	Status	Spec Section	Cost
CO		ACSD	ACSD	00033	8/7/2014	WP SH 06A Replace Concr	513008 GC01G	APP		(\$250.00)
CO		LOECKE	ACSD	00002	8/7/2014	WP SH 06A Replace Concr	513008 SH06A	APP	03300	\$250.00

Change Management Number : 55238

Type	Issue	To Vendor	From Vendor	Number	Date	Title	Contract Number	Status	Spec Section	Cost
CO		ACSD	ACSD	00034	8/7/2014	WP SH 23A Add 3 Condens	513008 GC01G	APP	15000	(\$810.75)
CO		DP&H	ACSD	00003	8/7/2014	WP SH 23A Add 3 Condens	513008 SH23A	APP		\$810.75

Change Management Number : 55239

Type	Issue	To Vendor	From Vendor	Number	Date	Title	Contract Number	Status	Spec Section	Cost
CO		DP&H	ACSD	00004	8/7/2014	WP 23A Damaged Concrete	513008 SH23A	APP	01400	(\$2,025.00)
CO		ACSD	ACSD	00005	8/7/2014	WP 23A Damaged Concrete	513008 GC01E	APP		\$2,025.00

Change Management Number : 55240

Type	Issue	To Vendor	From Vendor	Number	Date	Title	Contract Number	Status	Spec Section	Cost
CO		ACSD	ACSD	00037	8/11/2014	Overhead Door Power	513008 GC01G	APP		(\$1,406.16)
CO		HAWKELE	ACSD	00005	8/11/2014	Overhead Door Power	513008 HS26A	APP		\$1,406.16

Change Management Number : 55241

Type	Issue	To Vendor	From Vendor	Number	Date	Title	Contract Number	Status	Spec Section	Cost
CO		LOECKE	ACSD	00003	8/11/2014	WP SH 06A Concrete Playg	513008 SH06A	APP		\$16,548.00
CO		ACSD	ACSD	00035	8/11/2014	WP SH 06A Concrete Playg	513008 GC01G	APP	03000	(\$16,548.00)

Change Management Number : 55242

Type	Issue	To Vendor	From Vendor	Number	Date	Title	Contract Number	Status	Spec Section	Cost
CO		ACSD	ACSD	00036	8/11/2014	Additional Work for RTU Str	513008 GC01G	APP		(\$7,812.41)
CO		GEISLER	ACSD	00002	8/11/2014	Additional Work for RTU Str	513008 HS23A	APP		\$7,812.41

Change Management Number : 55243

Type	Issue	To Vendor	From Vendor	Number	Date	Title	Contract Number	Status	Spec Section	Cost
CO		ACSD	ACSD	00042	8/13/2014	Boys Locker Room Shower	513008 GC01G	APP		(\$218.00)
CO		ACSD	ACSD	00038	8/11/2014	Boys Locker Room Shower	513008 GC01G	APP		(\$1,306.00)
CO		PC	ACSD	00002	8/11/2014	Boys Locker Room Shower	513008 HS04A	APP		\$1,306.00
CO		LOECKE	ACSD	00007	8/13/2014	Boys Locker Room Shower	513008 HS06A	APP		\$218.00

Change Management Number : 55244

Type	Issue	To Vendor	From Vendor	Number	Date	Title	Contract Number	Status	Spec Section	Cost
CO		ACSD	ACSD	00039	8/13/2014	Replace Existing Hose Bib	513008 GC01G	APP		(\$937.73)
CO		DP&H	ACSD	00002	8/13/2014	Replace Existing Hose Bib	513008 HS22A	APP		\$937.73

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Change Management Number : 55245

Type	Issue	To Vendor	From Vendor	Number	Date	Title	Contract Number	Status	Spec Section	Cost
CO		ACSD	ACSD	00040	8/13/2014	Isolation Valves Area C - CC	513008 GC01G	APP		(\$1,569.63)
CO		GEISLER	ACSD	00003	8/13/2014	Isolation Valves Area C - CC	513008 HS23A	APP		\$1,569.63

Change Management Number : 55246

Type	Issue	To Vendor	From Vendor	Number	Date	Title	Contract Number	Status	Spec Section	Cost
CO		ACSD	ACSD	00041	8/13/2014	Reroute Storm Pipe - PR 09	513008 GC01G	APP		(\$593.98)
CO		DP&H	ACSD	00003	8/13/2014	Reroute Storm Pipe - PR 09	513008 HS22A	APP		\$593.98

Change Management Number : 55247

Type	Issue	To Vendor	From Vendor	Number	Date	Title	Contract Number	Status	Spec Section	Cost
CO		TC	ACSD	00001	8/13/2014	Area D Deck Support - PR0	513008 HS05A	APP		\$1,529.81
CO		ACSD	ACSD	00043	8/13/2014	Area D Deck Support - PR0	513008 GC01G	APP		(\$1,529.81)

Change Management Number : 55248

Type	Issue	To Vendor	From Vendor	Number	Date	Title	Contract Number	Status	Spec Section	Cost
CO		TC	ACSD	00002	8/13/2014	Locker Room Bench Suppor	513008 HS05A	APP		\$176.79
CO		ACSD	ACSD	00044	8/13/2014	Locker Room Bench Suppor	513008 GC01G	APP		(\$176.79)

Change Management Number : 55249

Type	Issue	To Vendor	From Vendor	Number	Date	Title	Contract Number	Status	Spec Section	Cost
CO		LOECKE	ACSD	00008	8/18/2014	Waterproofing LR Foundatio	513008 HS06A	APP		\$11,857.91
CO		ACSD	ACSD	00045	8/18/2014	Waterproofing LR Foundatio	513008 GC01G	APP		(\$11,857.91)

Change Management Number : 55250

Type	Issue	To Vendor	From Vendor	Number	Date	Title	Contract Number	Status	Spec Section	Cost
CO		DP&H	ACSD	00004	8/19/2014	Move Existing Water Lines	513008 HS22A	APP		\$1,251.17
CO		ACSD	ACSD	00046	8/19/2014	Move Existing Water Lines	513008 GC01G	APP		(\$1,251.17)

Change Management Number : 55251

Type	Issue	To Vendor	From Vendor	Number	Date	Title	Contract Number	Status	Spec Section	Cost
CO		ACSD	ACSD	00050	8/27/2014	Credit for Cabinet & Top Sto	513008 GC01G	APP		\$394.00
CO		LOECKE	ACSD	00009	8/27/2014	Credit for Cabinet & Top Sto	513008 HS06A	APP		(\$394.00)
CO		ACSD	ACSD	00047	8/19/2014	Credit for S-4 in Storage 00	513008 GC01G	APP		\$414.58
CO		DP&H	ACSD	00005	8/19/2014	Credit for S-4 in Storage 00	513008 HS22A	APP		(\$414.58)

Change Management Number : 55252

Type	Issue	To Vendor	From Vendor	Number	Date	Title	Contract Number	Status	Spec Section	Cost
CO		ACSD	ACSD	00049	8/27/2014	WP SH 23A Spring Isolators	513008 GC01G	APP		(\$920.00)
CO		DP&H	ACSD	00005	8/27/2014	WP SH 23A Spring Isolators	513008 SH23A	APP		\$920.00

Change Management Number : 55253

Type	Issue	To Vendor	From Vendor	Number	Date	Title	Contract Number	Status	Spec Section	Cost
CO		ACSD	ACSD	00048	8/25/2014	Delete Lighting in Corridor 1	513008 GC01G	APP		\$873.60
CO		HAWKELEI	ACSD	00006	8/25/2014	Delete Lighting in Corridor 1	513008 HS26A	APP		(\$873.60)

Change Management Number : 55254

Type	Issue	To Vendor	From Vendor	Number	Date	Title	Contract Number	Status	Spec Section	Cost
CO		ACSD	ACSD	00051	8/27/2014	Revised Roof Edge Detail - ,	513008 GC01G	APP		(\$6,865.37)
CO		TC	ACSD	00003	8/27/2014	Revised Roof Edge Detail - ,	513008 HS05A	APP		\$6,865.37

Change Management Number : 55255

Type	Issue	To Vendor	From Vendor	Number	Date	Title	Contract Number	Status	Spec Section	Cost
CO		ACSD	ACSD	00052	9/2/2014	SH 06A Repair Limestone L	513008 GC01G	APP		(\$172.00)
CO		LOECKE	ACSD	00004	9/2/2014	SH 06A Repair Limestone L	513008 SH06A	APP	04000	\$172.00

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Change Management Number : 55256

Type	Issue	To Vendor	From Vendor	Number	Date	Title	Contract Number	Status	Spec Section	Cost
CO		ACSD	ACSD	00053	9/2/2014	Provide Future Isolation Val	513008 GC01G	APP		(\$730.54)
CO		GEISLER	ACSD	00004	9/2/2014	Provide Future Isolation Val	513008 HS23A	APP		\$730.54

Change Management Number : 55257

Type	Issue	To Vendor	From Vendor	Number	Date	Title	Contract Number	Status	Spec Section	Cost
CO		ACSD	ACSD	00054	9/2/2014	SH 23A Actuator Valve	513008 GC01G	APP		(\$716.00)
CO		DP&H	ACSD	00006	9/2/2014	SH 23A Actuator Valve	513008 SH23A	APP		\$716.00

Change Management Number : 55258

Type	Issue	To Vendor	From Vendor	Number	Date	Title	Contract Number	Status	Spec Section	Cost
CO		ACSD	ACSD	00055	9/2/2014	HS 06A Additional Blocking	513008 GC01G	NEW		(\$1,854.88)
CO		LOECKE	ACSD	00010	9/2/2014	HS 06A Additional Blocking	513008 HS06A	NEW		\$1,854.88

Change Management Number : 55259

Type	Issue	To Vendor	From Vendor	Number	Date	Title	Contract Number	Status	Spec Section	Cost
CO		DP&H	ACSD	00006	9/4/2014	HS 22A Faucet Upgrades	513008 HS22A	NEW		\$1,667.93
CO		ACSD	ACSD	00056	9/4/2014	HS 22A Faucet Upgrades	513008 GC01G	NEW		(\$1,667.93)

BOARD OF EDUCATION MEETING
September 15, 2014

ISSUE: Determine Time and Place of Regular School Board Meetings

CONTACT: Superintendent Lisa Beames

BACKGROUND:

We will need to determine a time and place of regular school board meetings which are held the first and third Monday of each month.

THE SUPERINTENDENT'S RECOMMENDATION IS:

“Recommend to hold Board meetings at 7:00 p.m. in the Board Room in the Administrative Offices Building.”

BOARD OF EDUCATION MEETING
September 15, 2014

ISSUE: Designation of Depository Banks

CONTACT: Business Manager Linda Von Behren

BACKGROUND:

Annually the District is required to designate approved banks and set depository limits for each of these banks. This includes the banks holding bond proceeds and sinking fund accounts as well.

Citizens Savings Bank – General, Schoolhouse, Activity, Wellness, Scholarship Trust and Agency Funds, Bond Sinking Funds and Bond Proceeds- not to exceed \$9,000,000

Fidelity Bank & Trust - General, Schoolhouse, Activity, Day Care, School Nutrition, Wellness, Scholarship Trust Funds, Bond Sinking Funds and Bond Proceeds - not to exceed \$14,500,000

F & M Bank - General, Schoolhouse, Activity, Wellness, and Scholarship Trust Funds – not to exceed \$2,500,000

Exchange State Bank - General, Schoolhouse, Activity, Wellness, and Scholarship Trust Funds – not to exceed \$2,500,000

Community State Bank - Schoolhouse and Bond Sinking Funds– not to exceed \$1,305,000

Farmers State Bank - Schoolhouse and Bond Sinking Funds– not to exceed \$2,015,000

Ohnward Bank & Trust - Schoolhouse and Bond Sinking Funds– not to exceed \$1,015,000

THE SUPERINTENDENT’S RECOMMENDATION IS:

“Recommend the use of the above institutions for the 2014-2015 Depository Banks for the District.”

BOARD OF EDUCATION MEETING
September 15, 2014

ISSUE: Appointment of Legal Counsel

CONTACT: Superintendent Lisa Beames

BACKGROUND:

The board has utilized the services of Brian Gruhn Law Firm in Cedar Rapids, Iowa for legal counsel services. We also utilize the services of Adrian Knuth for local issues.

SUPERINTENDENT'S RECOMMENDATION:

“Recommend utilizing the services of Brian Gruhn Law Firm. Also, Adrian Knuth Law Firm for local issues.”

BOARD OF EDUCATION MEETING
September 15, 2014

ISSUE: Sanction Coordinator Positions

CONTACT: Superintendent Lisa Beames

BACKGROUND:

Sanction Coordinator Positions for the 2014-2015 School Year are listed below.

Jacqueline Lahey	Level One Child Abuse Investigator
Angie Jess	Level One Alternate Child Abuse Investigator
Robert Simonson	Level Two Child Abuse Investigator
Linda Vaughn	Title IX and Title VI Education Equity Program Coordinator
Lisa Beames	Section 504 Coordinator and Affirmative Action/Equal Employment Opportunity Compliance Officer

THE SUPERINTENDENT'S RECOMMENDATION IS:

“to approve the Sanction Coordinator Positions for 2014-2015 as recommended.”

BOARD OF EDUCATION MEETING
September 15, 2014

ISSUE: Appoint Chief Negotiator for District

CONTACT: Superintendent Lisa Beames

BACKGROUND:

We will need to determine who will be serving as Chief Negotiator for the District.

THE BOARD'S RECOMMENDATION IS:

BOARD OF EDUCATION MEETING
September 15, 2014

ISSUE: Renewal/Appointment of Anamosa School Foundation Board Members

CONTACT: Superintendent Lisa Beames

BACKGROUND:

According to Foundation by-laws, members of the Foundation are to be appointed by the school board. The following members are up for three year renewal. They have accepted this position subject to board approval.

Sally Meyer,
Aaron Zumbach
Deb Zumbach
Kristy Frasher
Holly Niernberger
Sonya Behrends

THE SUPERINTENDENT'S RECOMMENDATION IS:

“Approve the members of the Anamosa School Foundation.”

BOARD OF EDUCATION MEETING
September 15, 2014

ISSUE: Board Committee Appointments

CONTACT: Superintendent Lisa Beames

BACKGROUND:

The Board of Education Committees are listed. Members will need to be assigned to these committee's for 2014-2015.

Board of Education 2013-2014 Committee Assignments

Policy Committee	Rich Crump, Kristine Kilburg, Nicole Claussen
Negotiations Committee	Anna Mary Riniker, Kristine Kilburg, Kandi Behnke
PPEL & Facilities Committee	Connie McKean, Rich Crump, Anna Mary Riniker
CADRE	Connie McKean, Rich Crump, Shaun Lambertsen
Jones Co. Conf. Bd.	Nicole Claussen
IASB Delegate Assembly Representative	Connie McKean
Ad Hoc Building/Long Range Planning	Kristine Kilburg, Shaun Lambertsen, Anna Mary Riniker

THE SUPERINTENDENT'S RECOMMENDATION IS:

“Approve Board of Education Committees for 2014-2015.”

BOARD OF EDUCATION MEETING
September 15, 2014

ISSUE: Approval of Cadre: School Improvement Advisory Committee

CONTACT: Superintendent Lisa Beames

BACKGROUND:

The following is a list of committee members to serve on the 2014-2015 CADRE (School Improvement Advisory) Committee.

Community

Nurit Finn
Cecilia Parks
Barb Kleis
Kim Noe
Josh Breitbach
Beth McQuillen

Administrators

Lisa Beames
Jacqueline Lahey
Linda Vaughn
Val Daily

Teachers

Sherri Neofotist
Jill Garnatz

Board Members

To be selected

GWAEA

Bart Mason

THE SUPERINTENDENT'S RECOMMENDATION IS:

“to approve the CADRE Committee for 2014-2015.”

BOARD OF EDUCATION MEETING
September 15, 2014

ISSUE: Master Fundraising Calendar

CONTACT: Superintendent Lisa Beames

BACKGROUND:

Please find enclosed a calendar of fundraising events scheduled for the year for the Anamosa Community School District.

THE SUPERINTENDENT'S RECOMMENDATION IS:

“to approve the Master Fundraising Calendar for 2014-2015 school year.”

2014-2015 Fundraiser Request			
Sport/Group	Time frame	Type of fundraiser	Purpose
Str. Hill	All Year	Artsonia	to PTO for teacher requests
Str. Hill	All Year	Penny drive, can drive, clothing	student activities
Yearbook	All Year	Yearbook sales, ad sales	sell yearbooks, photography fees, replace aging equipment
Newspaper	All Year	Ad sales	cover cost of publishing monthly school paper
All clubs/sports	All Year	apparel sales	promote school spirit
Athletic Boosters	All Year	Concession stand (all but FB)	support athletic programs
Music Boosters	September	That's My Pan sales	support music program
Cross Country	September	foodstand at home meet	team water and snack
RAW Club	Sept/Oct	Fall Raffle	towards student trips
ROX	Sept/Oct	50/50 raffles/spirit items at FB game	towards team expenses/Nationals
Music Boosters	Sept/Oct	FB concession stand	support music program
Str. Hill PTO	Sept/Oct	Frozen foods & gift items	support Str. Hill activities
Robotics Club	October	Business donations	pay for Qualifier Meets, Team Registrations, robot parts
RAW Club	October	Pumpkinfest Foodstand at LCC	towards student trips
ROX	October	Atown Showdown, Pumpkinfest boot	towards team expenses/Nationals
Music Boosters	October	Athletic Cinch Sacks	support music program
Interact	October	Cosmic Bowling	proceeds to Haiti "Raise the Roof" project
ROX	Oct & Nov	Dodgeball Tournaments	towards team expenses/Nationals
FFA	Oct & Nov	Fruit, meat, cheese, nuts	towards program activities
ROX	Oct & Jan	Dance clinics	towards team expenses/Nationals
Str. Hill	Oct. & Feb.	box-tops collection	PBIS materials

RAW Club (band)	November	Butterbraids/Wreaths	towards student trips
MS Band	November	Holiday Greenery sales	school trip, misc expenses not covered by school budget
RAW Club (biology)	November	Home/Gift catalog sale	towards student trips
Raider Wrest Club	November	Rowdy Raider Wrestling Tournament club activities	
Interact	November	Color Run or Glow Run Race	proceeds to Haiti "Raise the Roof" project
Boys/Girls Bktball	November	camp and poster sponsorships	team snack packs and Hudl program
Wrestling	Nov/Dec	cookie dough	team snacks
Library (All)	Nov. & April	Book Fair	new books and supplies
Post Prom	Nov/May	Euchre tournaments, holiday cookie sale, pie auction, business sponsorships	provide funding for post prom
Marathon Club	December	Business donations	sponsor club w/t-shirts, snacks, trophies
ROX	Dec-Feb	50/50 raffles at basketball games	towards team expenses/Nationals
Archery	Dec - March	host 3-4 tournaments	Registration fees, equipment
Music Boosters	January	Taste of Anamosa	support music program
MS Band	February	Chip Shoppe Frozen foods	school trip, misc expenses not covered by school budget
RAW Club	February	Valentines Day Dinner	towards student trips
Music Boosters	February	Donkey Ball	support music program
Baseball/Softball	Feb/March	Advertising signs on outfield fence	practice equipment
Str. Hill	March	Jump Rope for Heart	proceeds to "Jump Rope for Heart"
Boys/Girls Track	March	Cookie Dough	for practice materials and training equipment
Volleball	March	host Hwy 1 VB tournament	for team snacks, training materials and equipment
Music Boosters	March	Sounds & Sweets	support music program

Boys/Girls Golf	March	sell Casey's cards	golf balls and team supplies
Music Boosters	April	Adult Prom	support music program
Girls Soccer	April/May	candy bar sales, Edgewood meats, poster sponsorships	training equipment, MaxSport, team snack packs
Boys/Girls Track	April-June	Little Raiders track meets (2)	for snack packs & water for athletes, tent
Softball	May	Scentsy party	windscreen, practice equipment
Boys/Girls Golf	May	youth golf camp	golf balls, other team practice equipment
RAW Club	June	J & P Parking for Rally weekend	towards student trips
ROX	Jun-Aug	Car washes/can drives	towards team expenses
Athletic Boosters	July/Aug	Sponsor ads for school programs	support athletic program
BKB, VB, FB	July/Aug	camp	team snack packs, training/practice equipment
Music Boosters	Summer	Movie Night	support music program
Athletic Boosters	Summer	Golf tournament	support athletic program
Athletic/Music Boosters	August	Fall Raider Showcase	support athletic and music programs

BOARD OF EDUCATION MEETING
September 15, 2014

- ISSUE:** Out of State Field Trip –
- AHS WW2 Revisited Trip
 - AHS Dance Trip to Nationals

CONTACT: Superintendent Lisa Beames

BACKGROUND:

- **AHS WW2 Revisited Trip**

High School students will have an opportunity to go on a trip to Europe next spring during Spring Break. This trip is led by high school teacher, Julie Frankfurt, and retired high school teacher, Sarah Nemmers. There are currently 40 people scheduled to attend with 18 of those being students. This trip is an eleven day trip leaving on March 11 and returning March 21. Spring break falls March 16 – 20, 2015.

Please see attached tour information and itinerary.

- **AHS Dance Trip to Nationals**

Dates: Thursday, January 29, 2015 - Monday, February 2, 2015

The Anamosa Dance team earned a bid at UDA dance camp this summer to compete at the UDA National High School Dance competition in Orlando, Florida. The AHS Dance team competed at this competition in January 2008. Area schools who are also competing this year include: Cascade, Western Dubuque, Linn Mar, and Iowa City - City High to name a few.

We currently have 47 sponsors for this trip, and all fees / costs have been raised through fundraising. This 12 member team understands the responsibility of missing school - and as expected - will complete all work to be missed prior to attending. This team earned an Excellent Academic award last year at the Iowa State Dance competition, proving their efforts on and off the dance floor. The 2014 Iowa State Dance event awarded our efforts with a first place in the POM division and a second place in Hip Hop.

THE SUPERINTENDENT'S RECOMMENDATION IS:

“approve the out-of-state trip to Europe.”

“approve the out-of-state dance trip to Nationals.”



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Guided Sightseeings: Paris; Normandy; Bastogne; Berlin; Munich; Salzburg and the Salt Mines

Optionals: Versailles

Entrances: Notre Dame Cathedral; American Cemetery at Colleville; Caen Mémorial; Normandy Beaches; Ardennes American Cemetery and Memorial; Cologne Cathedral; Checkpoint Charlie Museum; Documentation Center in Nuremberg; Dachau; Salt Mines

Overnight stays:

- Paris, (3)
- Bastogne, (1)
- Berlin, (2)
- Munich, (3)

NOT INCLUDED IN PROGRAM PRICE

Optional excursions; Insurance coverage; Beverages and lunches; Transportation to free-time activities; Customary gratuities (for your Tour Director, bus driver and local guide); Porterage; Adult supplement (if applicable); Weekend supplement; Shore excursions on cruises; Any applicable baggage-handling fee imposed by the airlines (see eftours.com/baggage for details); Expenses caused by airline rescheduling, cancellations or delays caused by the airlines, bad weather or events beyond EF's control; Passports, visa and reciprocity fees



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YOUR ITINERARY

Day 1: Fly to Paris

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Day 2: Paris

Arrive in Paris Welcome to Paris, cosmopolitan City of Light. Over the centuries, Paris has grown to become the undisputed center of France, and one of the world's most important cities both culturally and politically. Equally famed for its high fashion, awe-inspiring museums and elegant cuisine, Paris has also been a center of theater, literature and philosophy throughout the ages.

Walking Tour of the Latin Quarter Your Tour Director will lead you on a walking tour of Paris' famous Latin Quarter. Featuring a diversity of restaurants, the Latin Quarter is just a short walk down the Rue de la Seine from the museum area. *(time permitting)*

Visit Notre Dame Cathedral Built between 1163 and 1361 over the remains of an ancient Roman temple, it was here that Napoleon crowned himself emperor in 1804. Victor Hugo once described the sculptured façade of Notre Dame as "a vast symphony in stone." However, had it not been for the creation of his famous hunchback, Quasimodo, the cathedral might never have returned to its former glory. Hugo's novel *The Hunchback of Notre Dame* helped inspire a 23-year restoration of the cathedral that began in 1841. Step inside to admire the stained-glass rose window and seemingly weightless vaulted ceilings. *(time permitting)*

Day 3: Paris

Guided Sightseeing of Paris Discover the city on the Seine during your morning bus tour. Learn about Paris' origins as a Roman settlement as you pass through the Île de la Cité, where you will also see Notre Dame Cathedral. Pass by the imposing Arc de Triomphe, commemorating Napoleon's Grande Armée, and the École Militaire, where he graduated to Lieutenant. Continue down the elegant Champs-Élysées to the Place de la Concorde, dedicated to King Louis XV and the site where Louis XIV and Marie Antoinette were executed during the French Revolution. Then, head through the Quartier Latin where you will see the world-renowned Sorbonne University, and drive along the Seine for wonderful views of the Musée D'Orsay, the Louvre and the Pont de Neuf, or 'new bridge', which is ironically Paris' oldest. Finally, make a photo stop at the iconic Eiffel Tower, built for the 1889 World's Fair. Learn why this impressive, yet controversial, symbol of Paris was spared the wrecking ball in 1909.

Optional Guided Excursion to Versailles Step back into le grand siècle as you experience the opulence of Versailles, the elaborate palace of Louis XIV. Built to be the envy of all Europe, France's most extravagant château continually threatened to bankrupt the national treasury. Here the Sun King held court in the most lavish style imaginable. At one point, 1,000 nobles were attended by 4,000 servants inside the palace, while 15,000 soldiers and servants inhabited the annexes. You'll also tour the State Apartments of the King himself and walk through the historic Hall of Mirrors, where France, Spain and England officially recognized the independence of the United States in 1783, and where the Treaty of Versailles, which ended WWI, was signed. You'll also witness the ornate decor of the Queen's State Apartments, furnished for Marie Antoinette. After your visit inside the palace, be sure to take some time to stroll through the elaborate gardens, designed by André Le Nôtre. *Because of the extreme popularity of Versailles, guided visits of the interior cannot be guaranteed during peak seasons. In this case, your group will hear a presentation from your guide before entering the palace.*

Day 4: Paris

Guided Excursion to Normandy At daybreak on June 6, 1944, the Allies' D-Day landings took place, sparking the largest sea-borne invasion in military history and one of the bravest acts of World War II. As you walk on the same shores that witnessed so much courage and sacrifice over half a century ago, you can still see shelled out craters on the rocky cliffs alongside the occasional remains of German bunkers. You will then visit the final resting place of 9,386 American military dead, most of whom gave their lives during the landings and ensuing operations of World War II. The site also includes a memorial commemorating the soldiers and a chapel bearing the poignant words: "These endured all and gave all that justice among nations might prevail and that mankind might enjoy freedom and inherit peace." Next, pay tribute to World War II troops who fought on the Normandy beaches as you visit the Caen Memorial. More than just a commemoration, the museum explores the failure of peace in the years before 1939 and explains what happened during the D-Day landings.

Day 5: Bastogne

Transfer to Bastogne for a Guided Sightseeing Upon arrival in Bastogne, your local guide will show you the rich history of this southern Belgian city. The Battle of Bastogne occurred at the end of 1944 through the beginning of 1945 and was a major turning point in WWII. This small Belgian city was attacked by German forces, but, under the direction of the famous American General Patton, the Allies emerged victorious.

Day 6: Cologne | Berlin

Transfer to Cologne via the American and German Cemeteries in Ardennes Upon your arrival in Belgium, you will visit two World War II cemeteries that lie one mile from one another, the United States Military Cemetery and the German Military Cemetery. The American Cemetery holds 5076 graves, 101 of which belong to unknown soldiers and 44 of which belong to brothers buried side-by-side. The German Military Cemetery holds 11,000 graves.

Arrive in Cologne Arrive in Cologne, a 2,000-year-old city founded by the ancient Romans. Visit one of Germany's most moving symbols: Cologne's sublime, war-scarred Gothic cathedral (the Kölner Dom). Within the cathedral is a medieval shrine to the *Three Wise Men*.

Walking Tour of Cologne Your tour director acquaints you with the ancient city of Cologne, which began as a Roman camp over 2,000 years ago. It was in Cologne that Karl Marx began his career as a local newspaper editor. Visit one of Germany's most moving symbols: Cologne's sublime, war-scarred Gothic cathedral (the Kölner Dom), which took more than 600 years to complete. Within the cathedral you'll find a medieval shrine to the Three Wise Men.

Board a Train to Berlin Travel by train to historic Berlin, once again the German capital. For many years the city was defined by the wall that separated its residents. Since the monumental events that ended Communist rule in the East, Berlin has once again emerged as a treasure of arts and architecture with a vibrant heart.

Lunch is included instead of dinner today.

Day 7: Berlin

Guided Sightseeing of Berlin Ride past the Kaiser Wilhelm Gedächtniskirche (left unrestored as a reminder of the ravages of war) and down the glittery Kurfürstendamm, Berlin's liveliest street. Pass the Rathaus Schöneberg, where 1,500,000 West Berliners flocked to hear President Kennedy's famous "Ich bin ein Berliner" speech in 1963. On your way to the Eastern sector, pass the Reichstag, former seat of the parliaments of the German Empire and the Weimar Republic. Arrive at the Brandenburg Gate, once the symbol of the undeclared Cold War, and now the symbol of a reunited Berlin. It was at this gate that the famous images of East and West Berliners dancing atop the crumbling Berlin Wall were filmed and broadcast around the world. As you see where the Berlin Wall actually stood, imagine the bleak watchtowers and piercing spotlights that guarded "the border" until November 1989. Journey down Unter den Linden, once considered one of the world's most elegant boulevards.

Visit the Checkpoint Charlie Museum On the site where Checkpoint Charlie once guarded the border between East and West Germany, you'll visit a museum devoted to the era of the Berlin Wall. Inspect the "escape cars" once used to cross the border. See if you can find the secret compartment where escapees hid. Then view a photo exhibit that evocatively portrays the 30-year separation of East and West Germany, reunified in 1989.

Free Time Berlin The remainder of the afternoon is yours to make some new discoveries of your own in Germany's capital. Near Alexanderplatz, you may visit the TV Tower and observation deck, where visitors have been taking in the ever-changing panorama of Berlin since 1969. Alternatively, you might choose to learn more about the history of the Holocaust at the Jewish Museum or tour the Reichstag (Parliament) and its grand dome—a giant beehive of glass and steel.

Day 8: Munich

Transfer to Munich via the Documentation Center in Nuremberg At the Documentation Centre, walk through the 1300 square metre permanent exhibition "Fascination and Terror" and explore the causes, framework, and consequences of the National Socialist reign. Focusing on topics directly related to Nuremberg, it is comprised of 19 areas organized chronologically, including the buildings of the Nazi Party Rally Grounds and the Nuremberg trials.

Arrive in Munich Welcome to Munich! This center of culture boasts over 45 museums, 10 university buildings and two opera houses. The city is also home to the Olympic center with full facilities and more than the occasional beer-hall.

Walking Tour of Munich Stroll through the very heart of Munich as you pass the twin copper domes of the Frauenkirche, a long-standing symbol of the city. Arrive at Marienplatz, once the intersection of medieval trade routes. Here you can see the neo-Gothic Rathaus and the golden Mariensäule, a monument commemorating Munich's divine salvation from rampaging Swedish hordes. Then continue past the Hofbräuhaus, Munich's most famous beer hall—on a good day, almost 30,000 liters of beer are sold here.

Day 9: Munich

Guided Sightseeing of Munich Your guided tour takes you past the Olympic Stadium, the headquarters of BMW, and the fashionable Schwabing district. You'll also pass the Residenz (once home to the Wittelsbach dukes of Bavaria), the Deutsches Museum, the university, and the Alte Pinakothek. Your tour concludes at Marienplatz, Munich's medieval heart, where you'll see the city's famed Glockenspiel. "Munich" derives from the city's German name, München (little monk), so named because the original settlement bordered a monastery.

Excursion to Dachau Once merely another sleepy German village, Dachau has since 1933 gained notoriety as Germany's first Nazi concentration camp. Today, the old administration building houses a museum documenting the rise of Hitler and the horrors of camp life. Commemorative chapels and memorials have also been built on the site, which stands as eternal memorial to those who endured life here until liberation by Allied forces.

Day 10: Munich

Guided Excursion to the Salt Mines and Salzburg Here you'll begin a fascinating underground journey through the 450-year-old salt mines—via train, boat, and wooden slides! Dressed in traditional mining costumes and under the dim light of miners' lamps, you'll trace the story of the "white gold" that brought wealth and prosperity to Bavaria and nearby Salzburg literally meaning "fortress of salt". Continue on to Salzburg for your guided tour of the city of Mozart.

Day 11: Depart for Home

Transfer to the Airport for Your Return Flight

Your tour director assists with your transfer to the airport, where you'll check in for your return flight home.

Itinerary is subject to change

For complete financial and registration details, please refer to the Booking Conditions at www.eftours.com/bc.

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“As a parent I am very grateful that I was able to give this opportunity to my child. It was worth every penny to see her smiling face in the pictures on the trip. Encourage your child to embrace the moment; be open to new cultures, foods, and just a new way of life and looking at things.”

— KATHLEEN, DAUGHTER TRAVELED APRIL 2013

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**BOARD OF EDUCATION MEETING
September 15, 2014**

ISSUE: Approval of the CPlan (Comprehensive School Improvement Plan, APR (Annual Progress Report), and the DDSSP (District Development Special Education Service Plan)

CONTACT: Superintendent Lisa Beames

BACKGROUND:

Annually, Iowa school districts are required to report on updates related to student achievement as well as various aspects of its curriculum, instruction and professional development. These reports include the Comprehensive School Improvement Plan, the Annual Progress Report and the District Developed Special Education Services and require formal board approval.

THE RECOMMENDATION IS:

“Approve the Comprehensive School Improvement Plan including the APR (Annual Progress Report) and DDSSP (District Developed Special Education Services Plan) as presented.”

**BOARD OF EDUCATION MEETING
September 15, 2014**

ISSUE: ACT Results Update

CONTACT: Superintendent Lisa Beames

BACKGROUND:

Follow-up information will be presented about ACT result information presented at the September 2, 2014 Board meeting.

INFORMATION ONLY

COMPASS to ACT Theoretical Concordance Analysis

Graduating Year		2013	2014	2015	2016	
Writing Concordance		Total Students	114	83	40	25
College and Career Ready (ACT - 22)	Choice/Required	Required	Required	Choice	Choice	
	Number of CCR	61	30	21	14	
	Percent of CCR	53.51%	36.14%	52.50%	56.00%	
Probable Post- Secondary Success (ACT-20)	Number of PPSS	38	20	17	11	
	Percent of PPSS	33.33%	24.10%	42.50%	44.00%	
Reading Concordance		Total Students	120	77	38	24
College and Career Ready (ACT - 22)	Choice/Required	Required	Required	Choice	Choice	
	Number of CCR	27	17	14	10	
	Percent of CCR	22.50%	22.08%	36.84%	41.67%	
Probable Post- Secondary Success (ACT-20)	Number of PPSS	41	20	22	15	
	Percent of PPSS	34.17%	25.97%	57.89%	62.50%	
Algebra Concordance		Total Students	94	26	27	18
College and Career Ready (ACT - 22)	Choice/Required	Required	Required	Choice	Choice	
	Number of CCR	55	4	3	6	
	Percent of CCR	58.51%	15.38%	11.11%	33.33%	
Probable Post-Secondary Success (ACT-20)	Number of PPSS	58	8	9	8	
	Percent of PPSS	61.70%	30.77%	33.33%	44.44%	

This table details the theoretical relationship between student scores on the COMPASS test and an anticipated score on the ACT. The COMPASS is a placement test for coursework taken at a community college. This analysis is based on results received from Kirkwood Community College. The COMPASS test was required of all sophomores until the Class of 2014. It is now taken by only primarily taken by those students attending the Jones County Regional Academy or those completing PSEO coursework.

College and Career Ready cut score comparisons are based on recent work in identifying the relationship of ACT scores to meeting the lowa Core and Common Core. The Probable Post-Secondary Success comparison is based on a required reporting cut score for Annual Progress Reporting

Senior Future Plans Graduation Exit Survey								
	2011		2012		2013		2014	
2 Yr College	44.04%	48	49.48%	48	32.00%	40	44.94%	40
4 Yr College	32.11%	35	34.02%	33	36.00%	45	20.22%	18
Other	23.85%	26	16.49%	16	32.00%	40	34.83%	31
Total Graduates		109		97		125		89
ACT Tested	59.63%	65	63.92%	62	60.00%	75	47.19%	42

This table represents the intended plans of graduating seniors as reported at the time of high school graduation. Other signifies those students who were planning on going to the military, immediately into the work force or were participating in an extended high school program such as an IEP-based 5th year or the VITAL program.

**BOARD OF EDUCATION MEETING
September 15, 2014**

ISSUE: Consideration of Sale of District Miscellaneous Items

CONTACT: Superintendent Lisa Beames

BACKGROUND:

Miscellaneous items no longer used by the district will be considered to be put up for bid. These items include:

Speeco 6 foot three point blade

Woods 5 foot three point blade

Stainless Steel Warming/Serving Table – 21 foot

Wood Library Chairs

THE RECOMMENDATION IS:

“Approve the sale of miscellaneous items by bid.”

**BOARD OF EDUCATION MEETING
September 15, 2014**

ISSUE: Non-Profit Competitive Based Activities

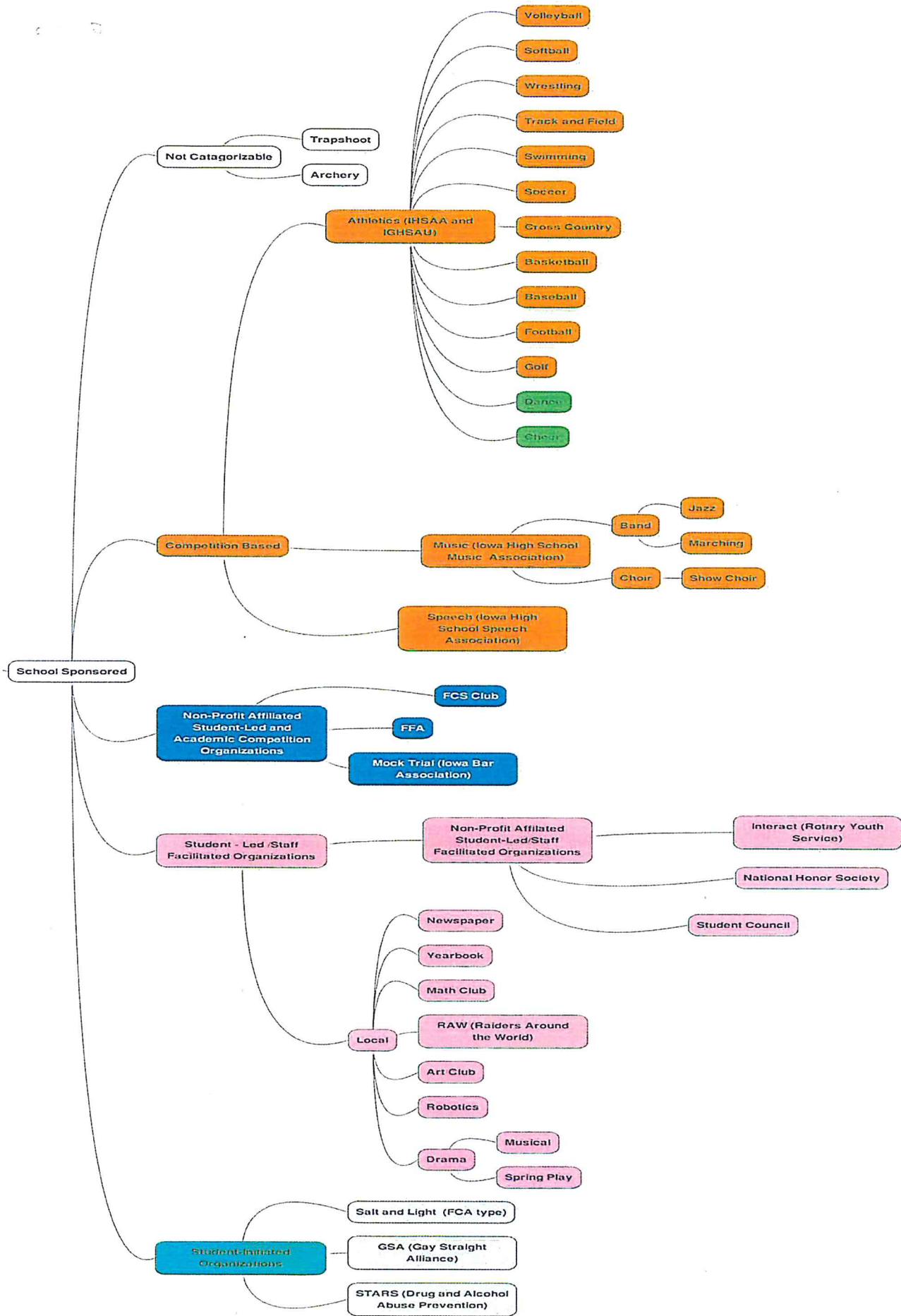
CONTACT: Superintendent Lisa Beames

BACKGROUND:

The board will continue prior discussion about what the characteristics and impact of approval of a school sponsored activity include. An update of discussions held with parents of archery members will be provided.

THE RECOMMENDATION IS

“Approve a list of criteria for consideration of approval of a category of activity as "Non-Profit Competitive-based activities.”



BOARD OF EDUCATION MEETING
September 15, 2014

ISSUE: First Reading of Board Policies

CONTACT: Superintendent Lisa Beames

BACKGROUND:

The following Board Policies are presented for First Reading:

- 402.3 Communicable Diseases: Employees
- 402.3E1 Hepatitis B Vaccine Information and Record (new addition to Policy 402.3)
- 402.3R1 Universal Precautions Regulation (new addition to Policy 402.3)

THE SUPERINTENDENT'S RECOMMENDATION IS:

“Approve policies as listed for First Reading.”

COMMUNICABLE DISEASES: EMPLOYEES

Policy: Employees with a communicable disease will be allowed to perform their customary employment duties provided they are able to perform the essential functions of their position and their presence does not create a substantial risk of illness or transmission to students or other employees. The term "communicable disease" will mean an infectious or contagious disease spread from person to person, or animal to person, or as defined by law.

Prevention and control of communicable diseases is included in the school district's blood borne pathogens exposure control plan. The procedures will include scope and application, definitions, exposure control, methods of compliance, universal precautions, vaccination, post-exposure evaluation, follow-up, communication of hazards to employees and record keeping. This plan is reviewed annually by the superintendent and school nurse.

The health risk to immunodepressed employees is determined by their personal physician. The health risk to others in the school district environment from the presence of an employee with a communicable disease is determined on a case-by-case basis by the employee's personal physician, a physician chosen by the school district or public health officials.

Health data of an employee is confidential and it will not be disclosed to third parties. Employee medical records are kept in a file separate from their personal file.

It is the responsibility of the superintendent, in conjunction with the school nurse, to develop administrative regulations stating the procedures for dealing with employees with a communicable disease.

Legal Reference: School Board of Nassau County v. Arline, 480 U.S. 273 (1987).
29 U.S.C. §§ 794, 1910 (2012).
42 U.S.C. §§ 12101 *et seq.* (2012).
45 C.F.R. Pt. 84.3 (2012).
Iowa Code chs. 139(a); 141(a) (2013).
641 I.A.C. 1.2-.7.

Approved 6/19/89
Revised 4/17/95
Reviewed 7/26/99
Reviewed 12/19/02
Reviewed 1/7/08
Revised 7/21/14
Revised 9/15/14

HEPATITIS B VACCINE INFORMATION AND RECORD

The Disease

Hepatitis B is a viral infection caused by the Hepatitis B virus (HBV) which causes death in 1-2% of those infected. Most people with HBV recover completely, but approximately 5-10% become chronic carriers of the virus. Most of these people have no symptoms, but can continue to transmit the disease to others. Some may develop chronic active hepatitis and cirrhosis. HBV may be a causative factor in the development of liver cancer. Immunization against HBV can prevent acute hepatitis and its complications.

The Vaccine

The HBV vaccine is produced from yeast cells. It has been extensively tested for safety and effectiveness in large scale clinical trials.

Approximately 90 percent of healthy people who receive two doses of the vaccine and a third dose as a booster achieve high levels of surface antibody (anti-HBs) and protection against the virus. The HBV vaccine is recommended for workers with potential for contact with blood or body fluids. Full immunization requires three doses of the vaccine over a six-month period, although some persons may not develop immunity even after three doses.

There is no evidence that the vaccine has ever caused Hepatitis B. However, persons who have been infected with HBV prior to receiving the vaccine may go on to develop clinical hepatitis in spite of immunization.

Dosage and Administration

The vaccine is given in three intramuscular doses in the deltoid muscle. Two initial doses are given one month apart and the third dose is given six months after the first.

Possible Vaccine Side Effects

The incidence of side effects is very low. No serious side effects have been reported with the vaccine. Ten to 20 percent of persons experience tenderness and redness at the site of injection and low grade fever. Rash, nausea, joint pain, and mild fatigue have also been reported. The possibility exists that other side effects may be identified with more extensive use.

HEPATITIS B VACCINE INFORMATION AND RECORD

CONSENT FORM OF HEPATITIS B VACCINATION

I have knowledge of Hepatitis B and the Hepatitis B vaccination. I have had an opportunity to ask questions of a qualified nurse or physician and understand the benefits and risks of Hepatitis B vaccination. I understand that I must have three doses of the vaccine to obtain immunity. However, as with all medical treatment, there is no guarantee that I will become immune or that I will not experience side effects from the vaccine. I give my consent to be vaccinated for Hepatitis B.

Signature of Employee (consent for Hepatitis B vaccination)

Date

Signature of Witness

Date

REFUSAL FORM OF HEPATITIS B VACCINATION

I understand that due to my occupational exposure to blood or other potentially infectious materials I may be at risk of acquiring the Hepatitis B virus infection. I have been given the opportunity to be vaccinated with Hepatitis B vaccine at no charge to myself. However, I decline the Hepatitis B vaccination at this time. I understand that by declining this vaccine, I continue to be at risk of acquiring Hepatitis B, a serious disease. If in the future I continue to have occupational exposure to blood or other potentially infectious materials and I want to be vaccinated with the Hepatitis B vaccine, I can receive the vaccination series at no charge to me.

Signature of Employee (refusal for Hepatitis B vaccination)

Date

Signature of Witness

Date

I refuse because I believe I have (check one)

_____ started the series

_____ completed the series

HEPATITIS B VACCINE INFORMATION AND RECORD

RELEASE FORM FOR HEPATITIS B MEDICAL INFORMATION

I hereby authorize _____ (individual or organization holding Hepatitis B records and address) to release to the _____ Community School District, my Hepatitis B vaccination records for required employee records.

I hereby authorize release of my Hepatitis B status to a health care provider, in the event of an exposure incident.

Signature of Employee

Date

Signature of Witness

Date

HEPATITIS B VACCINE INFORMATION AND RECORD
CONFIDENTIAL RECORD

Employee Name (last, first, middle)

Social Security No.

Job Title:

	Hepatitis B Vaccination Date	Lot Number	Site	Administered by
1	_____	_____	_____	_____
2	_____	_____	_____	_____
3	_____	_____	_____	_____

Additional Hepatitis B status information:

Post-exposure incident: (Date, time, circumstances, route under which exposure occurred)

Identification and documentation of source individual:

Source blood testing consent:

Description of employee's duties as related to the exposure incident:

Copy of information provided to health care professional evaluating an employee after an exposure incident:

Attach a copy of all results of examinations, medical testing, follow-up procedures, and health care professional's written opinion.

Training Record: (date, time, instructor, location of training summary)

Approved 9/15/14

UNIVERSAL PRECAUTIONS REGULATION

Universal precautions (UP) are intended to prevent transmission of infection, as well as decrease the risk of exposure for employees and students. It is not currently possible to identify all infected individuals, thus precautions must be used with every individual. UP pertain to blood and other potentially infectious materials (OPIM) containing blood. These precautions do not apply to other body fluids and wastes (OBFW) such as saliva, sputum, feces, tears, nasal secretions, vomitus and urine unless blood is visible in the material. However, these OBFW can be sources of other infections and should be handled as if they are infectious. The single most important step in preventing exposure to and transmission of any infection is anticipating potential contact with infectious materials in routine as well as emergency situations. Based on the type of possible contact, employees and students should be prepared to use the appropriate precautions prior to the contact. Diligent and proper hand washing, the use of barriers, appropriate disposal of waste products and needles, and proper decontamination of spills are essential techniques of infection control. All individuals should respond to situations practicing UP followed by the activation of the school response team plan. Using common sense in the application of these measures will enhance protection of employees and students.

Hand Washing

Proper hand washing is crucial to preventing the spread of infection. Textured jewelry on the hands or wrists should be removed prior to washing and kept off until completion of the procedure and the hands are rewashed. Use of running water, lathering with soap and using friction to clean all hand surfaces is key. Rinse well with running water and dry hands with paper towels.

- Hands should be washed before physical contact with individuals and after contact is completed.
- Hands should be washed after contact with any used equipment.
- If hands (or other skin) come into contact with blood or body fluids, hands should be washed immediately before touching anything else.
- Hands should be washed whether gloves are worn or not and, if gloves are worn, after the gloves are removed.

Barriers

Barriers anticipated to be used at school include disposable gloves, absorbent materials and resuscitation devices. Their use is intended to reduce the risk of contact with blood and body fluids as well as to control the spread of infectious agents from individual to individual. Gloves should be worn when in contact with blood, OPIM or OBFW. Gloves should be removed without touching the outside and disposed of after each use.

Disposal of Waste

Blood, OPIM, OBFW, used gloves, barriers and absorbent materials should be placed in a plastic bag and disposed of in the usual procedure. When the blood or OPIM is liquid, semi-liquid or caked with dried blood, it is not absorbed in materials, and is capable of releasing the substance if compressed, special disposal as regulated waste is required. A band aid, towel, sanitary napkin or other absorbed waste that does not have the potential of releasing the waste if compressed would not be considered regulated waste. It is anticipated schools would only have regulated waste in the case of a severe incident. Needles, syringes and other sharp disposable objects should be placed in special puncture-proof containers and disposed of as regulated waste. Bodily wastes such as urine, vomitus or feces should be disposed of in the sanitary sewer system.

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Clean up

Spills of blood and OPIM should be cleaned up immediately. The employee should:

- Wear gloves.
- Clean up the spill with paper towels or other absorbent material.
- Use a solution of one part household bleach to one hundred parts of water (1:100) or other EPA-approved disinfectant and use it to wash the area well.
- Dispose of gloves, soiled towels and other waste in a plastic bag.
- Clean and disinfect reusable supplies and equipment.

Laundry

Laundry with blood or OPIM should be handled as little as possible with a minimum of agitation. It should be bagged at the location. If it has the potential of releasing the substance when compacted, regulated waste guidelines should be followed. Employees who have contact with this laundry should wear protective barriers.

Exposure

An exposure to blood or OPIM through contact with broken skin, mucous membrane or by needle or sharp stick requires immediate washing, reporting and follow-up.

- Always wash the exposed area immediately with soap and water.
- If a mucous membrane splash (eye or mouth) or exposure of broken skin occurs, irrigate or wash the area thoroughly.
- If a cut or needle stick injury occurs, wash the area thoroughly with soap and water.

The exposure should be reported immediately, the parent or guardian is notified, and the person exposed contacts a physician for further health care.

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