



MISSION STATEMENT

The mission of the
Anamosa Community School District
is to provide **ALL** students
EDUCATIONAL OPPORTUNITIES
to **learn** and **achieve**
in a rapidly **changing** global
society.

Anamosa Community School District
Board of Directors Regular Meeting
Anamosa High School Library
September 3, 2013 - 7:00 p.m.

TENTATIVE AGENDA

- | | |
|--|---------|
| 1. Call to Order | Exhibit |
| 2. Roll Call and Determination of a Quorum | |
| 3. Adoption of Agenda | |
| 4. Communication from Individuals & Delegation
Recognize Visitors & Community Input | |
| 5. Consent Agenda (Review & Approval)
Personnel Appointments & Adjustments | A |

OLD BUSINESS

- | | |
|---|---|
| 1. Middle School Update | B |
| A. Awarding of Deconstruction Bids | |
| B. Rigging Consideration | |
| C. Landscaping Plan (Phase I-Trees) | |
| 2. Current/Future Building Project | C |
| A. Approve Electrical Bid for Fitness Center | |
| B. Consider Athletic Fields Engineering Options | |
| C. Fitness Center Temporary Relocation | |
| 3. Sale of Fleet Vehicle per sealed bid | D |

NEW BUSINESS

- | | |
|--|---|
| 1. Approval of Out of State Field Trip - FFA Nationals | E |
| 2. IASB Delegate Assembly Representative | F |
| 3. Grant Wood AEA Board Election | G |
| 4. Medicaid Billing Services | H |
| 5. City of Anamosa - Fence Agreement | I |

REPORTS

1. Committee Reports
2. Board Comments
3. Principal Reports
4. Superintendent Report

ADJOURN

Important Dates

September 10, 2013 – School Board Elections
September 16 - Regular Board Meeting - 7:00 p.m.

**BOARD OF EDUCATION MEETING
September 3, 2013**

ISSUE: Personnel Appointments and Adjustments

BACKGROUND:

Routine personnel matters, as outlined in attachment, are recommended for approval.

THE RECOMMENDATION IS:

“The Board of Education approves the personnel items as listed.”

BOARD OF EDUCATION MEETING
September 3, 2013

ISSUE: Middle School Update

CONTACT: Lisa Beames, Superintendent

BACKGROUND:

A. Awarding of Deconstruction Bids

Bids for the deconstruction of West Middle School will be reviewed and accepted. FEH Associates, project architect will present bidding results and details. (See enclosed documents)

Recommendation: Accept the bid of Lancing Brothers Construction for \$181,800. It is recommended to not accept the alternative presented for suitable fill additive at a cost of \$9,000.

BACKGROUND:

B. Rigging Consideration

The stage rigging from West Middle School has not been purchased as of this date. As the time of deconstruction approaches, consideration of donating this rigging to Starlighter Community Theater will be discussed.

Recommendation: Donate the remaining rigging to Starlighter Community Theater in order to benefit the advancement of the arts within the community.

BACKGROUND:

C. Landscaping Plan (Phase I-Trees)

A committee with representation of the board, (Connie McKean and Anna Mary Riniker) the school, Building Principal, Linda Vaughn, Director of Buildings and Grounds, Tom Rogers and Mr. Steve Hameister, the High School Agricultural Sciences teacher as well as the community has met to discuss landscaping considerations for Anamosa Middle School. The initial phase of this plan, large tree identification and location, is nearing completion. Planting is set to begin in the near future. Funding for this phase is the result of a Trees Forever Grant received by Trisstyn Ward in 2012-2013.

As well, seeding is progressing and will continue as the weather becomes more conducive to growth prior to winter.

A detailed long range plan of Phase II-Small Shrub and Plants will be completed next.

Recommendation:

Approve the tree planting plan for Anamosa Middle School.



August 28, 2012

Lisa Beames
Anamosa Community School District
200 South Garnavillo Street
Anamosa, IA 52205

Project: West Middle School Deconstruction
Anamosa, Iowa
Project No.: 2013301

Dear Lisa:

We have reviewed the bids received for the above project and compared them to the project budget; a copy of the Bid Tally Sheet is attached. The value of the low bid received was \$181,800 with a suitable fill additive alternate of \$9,000; we recommend you not accept the alternate. These numbers are within our expected cost estimates.

The low bidder, Lansing Brothers Construction is a contractor that has successfully completed other projects of this size and larger.

Based on the contractor's experience, we recommend that the Anamosa Community School District enter into a construction agreement with the low bidder for the base bid amount only. We also recommend a construction contingency of \$10,000.00 be allocated for this project.

We will prepare the owner-contractor agreements for you pending Board approval.

Sincerely,

Kevin J. Eipperle, AIA

Principal

West Middle School Deconstruction

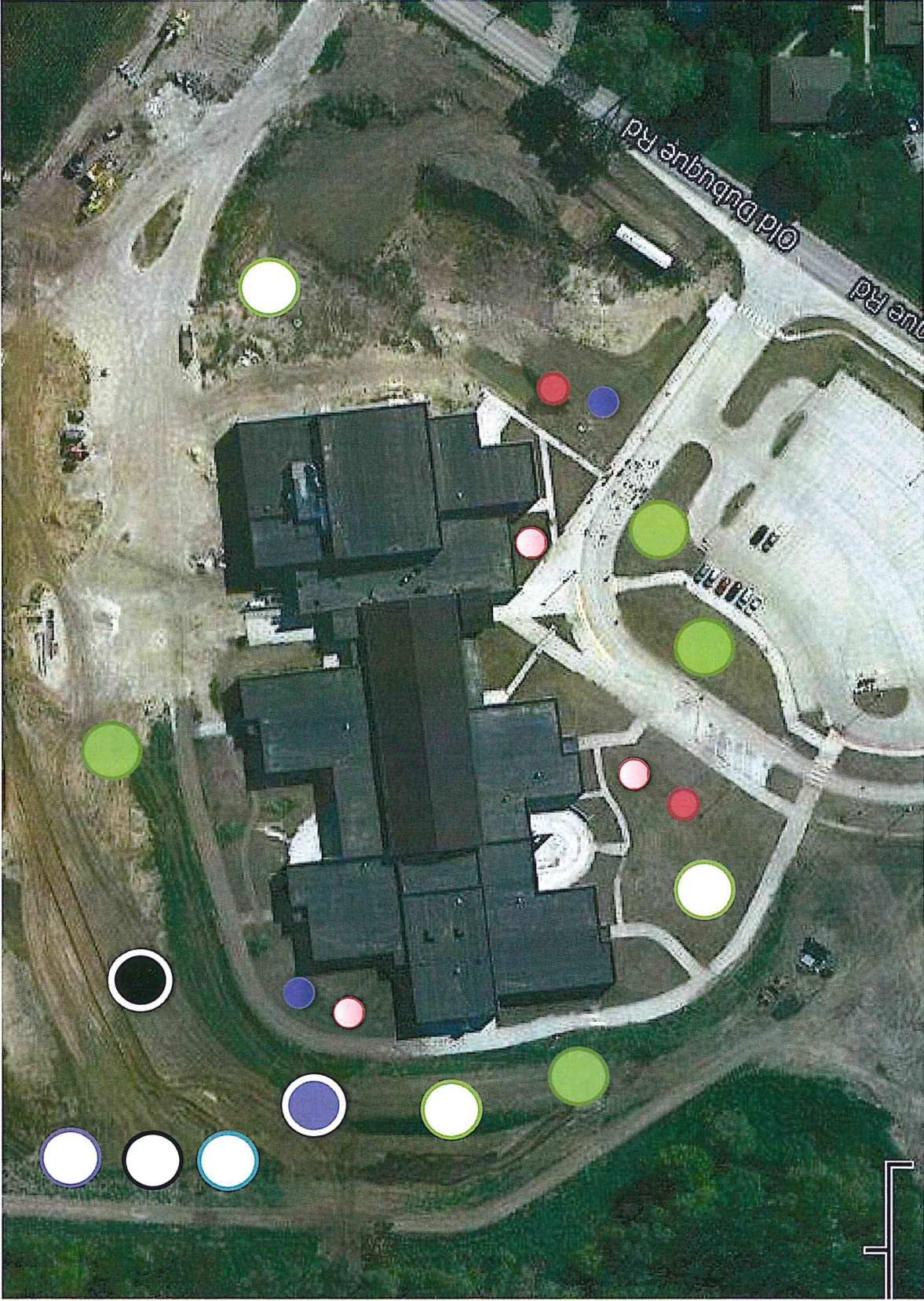
FEH Job #: 2013301

Bid Date: August 22, 2013

BID TABULATION FORM						
	Portzen Construction	Gator Demolition	Lansing Brothers Construction	Peterson Contractors	Rathje Construction	
BID BOND 10%	X	X	X	X	X	
ADDENDA NO. 1	X	X	X	X	X	
PROOF OF SITE VISIT FORM	X	X	X	X	X	
BASE BID	\$379,000.00	\$194,000.00	\$181,800.00	\$408,000.00	\$249,750.00	
ALTERNATE NO. 1 - Suitable Fill	\$75,000.00	\$20,000.00	\$9,000.00	\$50,000.00	\$65,425.00	
UNIT PRICE NO. 1 - Brick Salvage	.60 per Brick	.50 per Brick	.45 per Brick	7.00 per Brick	5.00 per Brick	
UNIT PRICE NO. 2 - Limestone Salvage	\$10 per LF	\$100 per LF	\$15 per LF	\$27 per LF	\$200 per LF	
UNIT PRICE NO. 3 - Bead Board Salvage	\$1 per LF	\$1 per LF	\$3 per LF	\$7 per LF	\$5 per LF	
UNIT PRICE NO. 4 - Aud Seating Salvage	\$20 per Seat	\$5 per Seat	\$10 per Seat	\$14.50 per Seat	\$15 per Seat	
TOTAL BID						
PROJECTED COMPLETION DATE:	12/04/13	02/28/14	02/28/14	02/28/14	02/28/14	
Other Remarks:						

A

Anamosa Middle School Site Planning – Fall 2013



Anamosa Middle School Site Planning – Fall 2013

Tree Species by Site (refer to map on previous page):

 Red Bud (3)

 Crabapple (2) – prairie fire

 Amur Maple (2)

 Honeylocust (4) - shademaster

 Swamp White Oak (3)

 Baldcypress (1)

 Weeping Willow (1)

 Kentucky Coffee Tree (1)

 Shagbark Hickory (1)

 Catalpa (1)

**BOARD OF EDUCATION MEETING
September 3, 2013**

ISSUE: Current/Future Building Project

CONTACT: Lisa Beames, Superintendent

BACKGROUND:

A. Approve Electrical Bid for Fitness Center

On August 26th the Anamosa Board of Education tabled the approval of the electrical bid for the Fitness Center Addition located at the High School to gather legal advice. Said advice will be presented and discussed with approval of the electrical bid to follow.

Recommendation: Considering the advice of legal counsel and available information, approve the electrical bid for the Fitness Center Addition.

B. Consider Athletic Fields Engineering Options

Information of options available for the board to consider when identifying a course of action for developing athletic facilities at the Anamosa Middle School will be presented. Selection of an option may occur at this time.

Recommendation: Determine a course of action in developing the athletic fields to be located at Anamosa Middle School.

C. Fitness Center Temporary Relocation

In order to proceed with the remodeling and addition of the fitness center, equipment and activities must be relocated. Mr. Derek Roberts, Activities Director will be available to detail plans and projected cost for this relocation. The following exhibit details the plan as known today.

Recommendation: Approve the conditions of the agreement for lease with St. Paul's Lutheran church for the use of the former lumber yard.

Detailed Plans to Date of Temporary Moving of Weight Room

By: Derek Roberts, Activities Director Anamosa Community Schools

Due to the renovation of the Fitness Center starting September 18, 2013, we need to move the weight room to a temporary location until the project is completed. After exhausting 4 different locations we have determined that the 'old' Lumber Yard main building is our only option. We will move the equipment to and from, provide cleaning services for our area of use, pay a monthly rent of \$250, and always have at least one paid Anamosa C.S.D. employee there to both supervise and unlock and lock the door.

Volunteers will move this equipment at a time yet to be determined after tonight's meeting.

Also, the high school and youth wrestling programs will use the Anamosa Middle School Wrestling Room this season or until the construction is completed.

**BOARD OF EDUCATION MEETING
September 3, 2013**

ISSUE: Sale of Fleet Vehicle per Sealed Bid

CONTACT: Lisa Beames, Superintendent

BACKGROUND:

Exhibit: Sealed Bids for the 1999 Buick Century requested to be removed from fleet through the district's state inspection earlier this summer have been collected. Two bids were received. The bid of \$500.00 by Derek Roberts was the high bid.

THE RECOMMENDATION IS:

"Approve the sale of the 1999 Buick Century to Derek Roberts for a price of \$500.00."

BOARD OF EDUCATION MEETING
September 3, 2013

ISSUE: Approval of Out of State Field Trip – FFA Nationals

CONTACT: Lisa Beames, Superintendent

BACKGROUND:

The Anamosa FFA Chapter would like to take 7 students and their advisor to the National Convention in Louisville, KY October 30th - November 2nd 2013.

We will be traveling with 3 other schools, Panorama of Panora, Shenandoah, and Orient-Macksberg. Advisors from Shenandoah and Orient-Macksberg will be serving as female chaperones and Advisors from Anamosa and Panorama will serve as male chaperones.

Proposed for educational tours are a diversified farm that once was a tobacco farm, Churchill Downs, Louisville Slugger, and a few others to be determined when closer. We have also proposed to do a Zip-line Adventure in a cave system near Louisville.

We will also be receiving recognition for our Gold Rated National Chapter Application which was recently given a 2-Star rating at the National Level. We also have two graduated students receiving the highest award an FFA member can achieve on Saturday November 2nd. Tyler Day and Kelly Colehour will be receiving their American Degree.

THE RECOMMENDATION IS:

“approve out of state field trip for National FFA Conference.”

**BOARD OF EDUCATION MEETING
September 3, 2013**

ISSUE: IASB Delegate Assembly Representative

CONTACT: Lisa Beames, Superintendent

BACKGROUND:

An IASB Delegate needs to be approved to attend the IASB Delegate Assembly on Wednesday, November 13, 2013 at 1:00 p.m. with lunch included.

Connie McKean has served this position in the past.

THE SUPERINTENDENT'S RECOMMENDATION IS:

“Approve _____ for the 2013-2014 IASB Delegate Assembly Representative”

BOARD OF EDUCATION MEETING
September 3, 2013

ISSUE: Grant Wood AEA Board Election

CONTACT: Lisa Beames, Superintendent

BACKGROUND:

Pursuant to Section 273 of the *Code of Iowa*, enclosed is a copy of the official Ballot for the election of a Grant Wood AEA 10 board member to Director District #2.

Pam Jacobs is running for this position.

THE RECOMMENDATION IS:

“Approve Pam Jacobs for Director District # 2.”

BALLOT

For Area Education Agency
Board of Directors Election

AEA Number 10

Director District Number 2

Candidate(s) for Election

Pam Jacobs

I, _____, being a member of the board of directors and
(Name)

being duly authorized by the Anamosa Community School Board of Directors, hereby cast the weighted vote of that Board for the candidate selected above as director of District Number 2 for the Grant Wood Area Education Agency board of directors.

Date: _____ Weighted Vote 0.192%

A school district's weighted vote must be cast for one (1) candidate, and may not be divided among several candidates.

To be counted, this Ballot must be received by the end of the normal business day on September 30 or be clearly postmarked by an officially authorized postal service not later than September 29 and received not later than noon on the first Monday following September 30, by Kim Martin, Board Secretary, Grant Wood AEA 10, 4401 Sixth Street SW, Cedar Rapids, Iowa 52404.

BOARD OF EDUCATION MEETING
September 3, 2013

ISSUE: Medicaid Billing Service

CONTACT: Debbie Eilers, School Nurse, & Linda Von Behren, Business Manager

BACKGROUND:

The District has been billing for Medicaid eligible services since 2001. The District has used the same billing service, Leader Services, since that time. Other billing services are available. Attached is a comparison of the three most prominent services in Iowa.

The training component of the service currently provided could be improved. Current clients of ClaimAid are very satisfied with the training provided. The largest disadvantage to Timberline is the contract term, which is 34 months.

While the charge is higher for ClaimAid and Timberline, about \$1,500 per year, on average, than Leader Services, the additional training and document review would be worth the additional cost.

Several school districts were contacted and overwhelmingly there is great satisfaction with ClaimAid. A copy of their contract is included for your review.

SUPERINTENDENT'S RECOMMENDATION IS:

“to approve ClaimAid as the Medicaid billing service beginning January 1, 2014.

ACSD
 Medicaid Claiming Service Comparison
 9/3/13

	<u>Leader Services</u>	<u>ClaimAid</u>	<u>Timberline</u>
Services	Monthly updates for Medicaid changes Training via phone; one-on-one	Review of IEP's to determine reimbursable services ordered Staff Training Follow up reviews of documentation Provides self audit tool Available to assist during Federal/State audits	Student identification & support Staff Training Quarterly Onsite visit to ensure documentation complete Policy & Procedure guidance Assist review of IEP's quarterly
Qualities	Timely response to questions/ requests	Serve approx. 130 Iowa clients	Serve over 120 Iowa clients Based in Iowa Client satisfaction 90+%
Other	District has been with Leader since beginning billing service in 2001 Communicates with DE with questions Staff is familiar with system		Timberline staff meets regularly with DE & Iowa Medicaid policy staff Scholarship presented to 5 individuals annually graduating from client district; must have been on IEP in middle school or high school and continuing their education
Contract Term	90 days notice	1 year; 60 days notice	Through June 30, 2016; 30 days notice
Fee	5% Net Received	6% Net Received	6% Net Received

ClaimAid
8141 Zionsville Rd
Indianapolis, Indiana 46268

Sample Community School District
ATTN:

Sample, IA 50000

RE: School Based Billing Services Letter Agreement

This letter serves as a legally binding agreement (this "Letter Agreement") between ClaimAid ("ClaimAid") and Sample Community School District ("Client") regarding the billing and follow up of school based services eligible for reimbursement under Medicaid on the following terms and conditions.

1. Background. ClaimAid assists school districts in recovering, from state Medicaid programs, funds that are available for providing services covered under a federally mandated program which covers certain health-related school based services (the "Medicaid Services").
2. Client Responsibilities. Client shall be responsible for the following:
 - (a) Providing ClaimAid with all information necessary, including all documents prepared by eligible providers of Medicaid Services contracted or employed by Client, to bill for the Medicaid Services. The billing information may be sent to ClaimAid electronically.
 - (b) Forwarding to ClaimAid all inquires and correspondence received from the Iowa Medicaid Program.
 - (c) Allowing on-site access for ClaimAid personnel to check account history and status on a regular basis.
 - (d) Providing a copy of all payment listings and other pertinent information from the Iowa Medicaid Program to ClaimAid on a weekly basis.
 - (e) Allowing ClaimAid access to any internet tools offered by the Iowa Medicaid Program which will allow immediate follow up on all rejections and appropriate posting of all payments.

3. ClaimAid Responsibilities. ClaimAid shall be responsible for the billing and follow up of the Medicaid Services (the "Billing Services") which includes the following:

- (a) Billing electronically whenever possible.
- (b) The initial submission of claims for the Medicaid Services and performing all follow up on the submitted claims with the end result being payment or valid denial from the Iowa Medicaid Program.
- (c) Providing the Client with monthly detailed reports consisting of account status, invoice (showing payments) and Return/Uncollected report.
- (d) Allowing access for Client's personnel to check the current status on any Medicaid Services referred to ClaimAid.
- (e) ClaimAid personnel may need to code or change information to assure appropriate billing.
- (f) Retaining all account information and proof of invoicing for seven (7) years. This information will be available for review at the Client's request.
- (g) Maintaining open/active communications between the Client, the Iowa Medicaid Program, and the Iowa Department of Education to ensure timely and accurate resolution of all billed Medicaid Services.
- (h) Act as agent of Client in accessing records which includes medical records, student files, and financial records in the resolution of all accounts referred under this Letter Agreement.

4. Fees. Client shall pay ClaimAid a fee equal to six percent (6%) of the net reimbursement from the Iowa Medicaid Program. Net reimbursement means the federal portion of the reimbursement. ClaimAid WILL NOT charge a fee for any account deemed non-collectible for any reason. Client shall make payment to ClaimAid within forty-five (45) days from date the invoice is received. Payment of invoice is requested within 30 days from date received. Unpaid balances will accrue interest at a rate of 1.5% per month.

5. Term and Termination. This Letter Agreement shall commence on the _____ (the "Effective Date") and shall continue for one (1) year (the "Initial Term"). The Letter Agreement shall automatically renew at the end of the Initial Term and each extension thereof for a succeeding one (1) year period (each a "Renewal Term"). The Letter Agreement may be terminated at the end of the Initial Term or any Renewal Term by either party upon written notice to the other party given at least sixty (60) days prior to the expiration of the Initial Term or the then effective Renewal Term. This Letter Agreement may also be terminated at any time by a party not in default hereunder upon thirty (30) days written notice to the party that has committed a material breach of this Letter Agreement and has not cured such breach within twenty (20) days after notice thereof has been given by the party not in default. Any payments received by Client on accounts referred to ClaimAid before the termination date shall be subject to the payment obligations of Section 5.

6. Indemnification. Client shall indemnify and hold harmless ClaimAid against any and all liabilities, losses, damages, assessments, claims, judgments, fines, penalties, costs and expenses (including but not limited to, reasonable attorney's fees) in any manner arising from or in connection with incorrect or inadequate information contained in a student's IEP on which a physician or any other authorized health care professional relied in ordering the Medicaid Services. The obligation to indemnify shall survive the expiration or termination of this Letter Agreement.

8. Exclusive Agreement. During the Initial Term and each Renewal Term of this Letter Agreement, ClaimAid shall be the sole and exclusive provider of services to Client that are similar to the Billing Services.

9. Compliance and Confidentiality. Client and ClaimAid will adhere to all applicable rules and regulations established by the federal government regarding confidentiality of student and Client information, including but not limited to, the Federal Educational Rights and Privacy Act ("FERPA"), the Health Insurance Portability and Accountability Act ("HIPAA") and state privacy laws. Client and ClaimAid will safeguard and maintain strict confidentiality of all student information. ClaimAid will use the information for the sole purpose of providing the Billing Services and will not release any information to a third party without consent, except as allowed or required by law.

10. Disclaimer. ClaimAid makes no guarantee of results with respect to any account and ClaimAid shall not be held liable for any account not approved for payment for any reason. ClaimAid shall not be liable for any errors or omissions contained in the information submitted by Client.

11. Third Party Beneficiary. The parties agree there are no express or implied third party beneficiaries of this Letter Agreement.

12. Miscellaneous. This Letter Agreement shall be governed by, interpreted and enforced in accordance with the law of the state of Iowa, without regard to conflicts of law principles. This Letter Agreement may not be assigned by either party without the prior written consent of the other party, which it may grant, condition or deny in its sole discretion. This Letter Agreement sets forth the entire understanding of the parties regarding the subject matter hereof and supersedes all other prior and different understandings, whether written or oral. Any term that is invalid or unenforceable shall not affect the enforceability of the remaining terms. This Letter Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together will constitute one and the same instrument. No amendment of this Letter Agreement is valid unless in writing and signed by both parties. All notices required hereunder must be sent by personal delivery or by registered or certified mail, postage prepaid and return receipt requested.

If the terms of this Letter Agreement are acceptable, please sign in the appropriate space below and return the duplicate original copy to ClaimAid at your earliest convenience. We look forward to our continued relationship.

Very truly yours,

"ClaimAid"

ClaimAid

By: _____

Printed Name: _____

Title: _____

Date: _____

This Letter Agreement is agreed to and accepted as of the Effective Date.

"Client"

Sample Community School District

By: _____

Printed Name: _____

Title: _____

Date: _____

**BOARD OF EDUCATION MEETING
September 3, 2013**

ISSUE: City of Anamosa – Fence Agreement

CONTACT: Lisa Beames, Superintendent

BACKGROUND:

The Anamosa Community School District has received a request for fence placement from the City of Anamosa on behalf of Curtis Weaver located at 1012 Maquoketa Street. This fence would be placed on the lot line and be a 4 foot high chain link fence. Consideration of approval will be discussed. See attachment that details the request and includes a map of the property location.

THE SUPERINTENDENT’S RECOMMENDATION IS:

Return to Preparer: City of Anamosa, 107 South Ford Street, Anamosa, IA 52205.

FENCE AGREEMENT
CITY OF ANAMOSA, IOWA
LOCATION: 1012 maguoketa st

This agreement is between property owners in the City of Anamosa, Iowa and it concerns the installation of a fence to be located on or near the lot line that separates the two properties. The owners of the two properties are:

PROPERTY OWNERS

1. Property owner(s) installing the fence and requesting the development permit:
 - a. Name(s): Curtis Weaver
 - b. Address: 1012 maguoketa st

2. Adjacent property owner(s) who owns property adjacent to the fence:
 - a. Name(s) Anamosa High School
 - b. Address: _____

TERMS AND CONDITIONS

The proposed fence shall be constructed as follows:

1. Location of the fence in relation to the lot line:
on lot line

2. Materials that the fence will be constructed from:
chain link fence

3. The height of the fence (not to exceed six feet): 4ft

4. Maintenance of the fence will be the responsibility of:

Curtis Weaver

5. The cost of the installation of the fence and the permit fee shall be paid by:

Curtis Weaver

ACKNOWLEDGEMENT AND CONSENT

We the undersigned property owners have reached an agreement on the location of the lot lines between our properties and we are in agreement regarding the installation of the proposed fence between our properties. We hereby agree to grant to each other access to an area of not less than _____ feet in width on both sides of the fence, so as to allow for routine maintenance of the fence. We hereby request the City of Anamosa, Iowa issue a development permit for the proposed fence in accordance with Section 165.23 (3) of the City Code of Ordinances for the City of Anamosa, Iowa.

Property Owner Installing Fence

Property Owner Installing Fence

Name (print): _____

Name (print): _____

Address: _____

Address: _____

Date: _____

The foregoing fence agreement was acknowledged before me by _____
_____ this _____ day of _____, 2009.

NOTARY PUBLIC IN AND FOR THE STATE OF IOWA

Property Owner Adjacent to Fence

Property Owner Adjacent to Fence

Name (print): _____

Name (print): _____

Address: _____

Address: _____

Date: _____

Date: _____

The foregoing fence agreement was acknowledge before me by _____
_____ this _____ day of _____, _____

NOTARY PUBLIC IN AND FOR THE STATE OF IOWA

Board of Education Committees

Policy Committee	Rich Crump, Kristine Kilburg, Kandi Behnke
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.	Lowell Tiedt
IASB Delegate Assembly Representative	Connie McKean
Ad Hoc Building/Long Range Planning	Kristine Kilburg, Shaun Lambertsen, Anna Mary Riniker