

**Riceville Community School
Riceville, IA**

The Board of Education of the Riceville Community School District held their regular board meeting November 20th 2017, at 7:00 p.m. in the High School Library. Board members present: Keeling, Hale, Guertin, Richardson and Fox. Also in attendance: Barb Schwamman—Superintendent, Cory Schumann-Principal, Jennifer Dunn—Board Secretary/Treasurer, Casandra Leff—Monitor Recorder. Staff: Krystal Colwell & Samantha Burke. Parents/grandparents: Tera Schroeder, Casey Hart, Ann Lossee. Students: Gunnar smith, Annie Schrosder, Brooklyn Wolthoff, Jessica Matus, Samara Haefflinger, Cody Hart, and Brianna Kelly.

Fox called the meeting to order @ 7:00 PM.

Motion by Keeling, seconded by Richardson to approve the agenda. 5 Ayes. MC.

Motion by Keeling, second by Hale to approve the minutes of previous meeting, financial reports and summary of bills. Ayes 5. MC.

Mrs. Colwell's 4th grade presented the iPad app for Seesaw to the board.

North Iowa Big presented to the board, which Riceville will be part of the grant next school year.

Mr. Schumann spoke on parent teacher conferences, teacher Professional Development, TLC, and reading buddy.

Superintendent Schwamman spoke about IASB Convention, Kiwanis, Computer Science & student's needs.

Motion by Guertin, seconded by Richardson to approve the contracts of Marcia Cannon—Teacher's Aide & Michelle Berensten—school nurse. Roll Call Vote: Hale, aye; Guertin, aye; Keeling, aye; Richardson, aye; Fox, aye. MC.

Motion by Keeling, seconded by Guertin to approve volunteer coaches—Basketball—Barb Gesell, Casey Anderlik, Justin Anderlik, Tom Anderlik, Logan Shedenhelm. Roll Call Vote: Richardson, aye; Keeling, aye; Hale, aye; Keeling, aye; Fox, aye. MC.

Motion by Guertin, seconded by Richardson to approve the second reading of board policies 100-103R1. Ayes 5. MC.

Motion by Keeling, seconded by Hale to approve the first reading of board policies 104-104E3 with a name change in policy 104.R1. 5 Ayes. MC.

Motion by Guertin, seconded by Hale to approve the SBRC Application with Increasing Enrollment in the amount of \$169,932.00). 5 Ayes. MC

Motion by Guertin, seconded by Richardson to approve Buckwheat and Sons to do the snow removal for FY 2017-18. 5 Ayes. MC.

Discussion was held on what to charge the Booster Club for rent for use of the concession stands. They decided to charge \$1.00 for the year.

Discussion was held on the IASB convention regarding innovation and school rules.

Discussion was held on bus inspection.

Motion by Hale, seconded by Richardson to table the suburban bid. 5 Ayes. MC.

Next board meeting will be held Monday December 18th at 8:00 p.m. in the High School Library.

Motion by Guertin, second by Hale to adjourn the meeting. Ayes 5. MC.

Karl Fox
Board President

Jennifer Dunn
Board Secretary

Analysis of Cash Balance Including investment CD

11/30/17

	11/30/17	11/30/16	% change	Notes *
General Fund (10)	1,402,721.00	1,569,987.79	-10.7%	
Management Fund (22)	536,158.65	486,788.34	10.1%	
PPEL & LOSST Funds (36 & 3	1,176,922.64	1,322,689.49	-11.0%	due to last years purchases * & repairs
Activity Fund (21)	54,828.52	55,476.61	-1.2%	
Hot Lunch Fund (61)	48,240.74	100,998.48	-52.2%	purchase new equipment & food varieties
TOTAL	<u>3,218,871.55</u>	<u>3,535,940.71</u>	<u>-9.0%</u>	Appears reasonable

* = Cash balances will fluctuate with the timing of revenue and expense receipts and payments. Items considered unusual are explained in greater detail under the notes above.

Inter-fund Loan outstanding

	Receivable	Payable	Explanation
General Fund	0.00		
Management Fund		0.00	

Batch Description: Invoices--DECEMBER 2017 BATCH 1

Processing Month: 12/2017

Vendor ID: 100055	ALLIANT ENERGY	PO Number:	Invoice Number: 20171205	Amount:	9.70
Description:		Invoice Date: 11/20/2017	Due Date: 12/05/2017	Status: A	1099 Amount: 0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>
10 0000 2600 000 8270 622	ELECT BUS BARN		9.70	N	In Full
					Final
Vendor ID: 100445	ANDY'S MINI MART	PO Number:	Invoice Number: 20171205	Amount:	3,006.73
Description:		Invoice Date: 12/01/2017	Due Date: 12/05/2017	Status: A	1099 Amount: 0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>
10 0000 2700 000 0000 626	901.90 GLA GAS		1,930.02	N	In Full
10 0000 2700 000 0000 627	449.40 GAL DIESEL		1,076.71	N	Final
					Final
Vendor ID: 100445	ANDY'S MINI MART	PO Number:	Invoice Number: 59150	Amount:	60.13
Description:		Invoice Date: 09/01/2017	Due Date: 12/05/2017	Status: A	1099 Amount: 0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>
21 0000 1400 920 6720 612	FOOD FOOTBALL OFFICIALS		60.13	N	In Full
					Final
Vendor ID: 100445	ANDY'S MINI MART	PO Number:	Invoice Number: 60799	Amount:	30.86
Description:		Invoice Date: 10/27/2017	Due Date: 12/05/2017	Status: A	1099 Amount: 0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>
21 0000 1400 920 6720 612	FOOD FOOTBALL OFFICIALS		30.86	N	In Full
					Final
Vendor ID: 100445	ANDY'S MINI MART	PO Number:	Invoice Number: 60825	Amount:	28.67
Description:		Invoice Date: 10/20/2017	Due Date: 12/05/2017	Status: A	1099 Amount: 0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>
21 0000 1400 920 6720 612	FOOD FOOTBALL OFFICIALS		28.67	N	In Full
					Final
Vendor ID: 100445	ANDY'S MINI MART	PO Number:	Invoice Number: 61373	Amount:	117.50
Description:		Invoice Date: 11/27/2017	Due Date: 12/05/2017	Status: A	1099 Amount: 0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>
21 0000 1400 950 7960 612	FFA MEETING MEAL SUPPLIES		117.50	N	In Full
					Final
Vendor ID: 105475	BETHKE, MATT	PO Number:	Invoice Number: 20171205	Amount:	95.00
Description:		Invoice Date: 11/28/2017	Due Date: 12/05/2017	Status: A	1099 Amount: 95.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>
21 0000 1400 920 6710 345	OFFICIAL		95.00	95.00 N	In Full
					Final
Vendor ID: 105475	BETHKE, MATT	PO Number:	Invoice Number: 20171206	Amount:	95.00

Invoice Listing - Detail
Unposted; Batch Description Invoices--DECEMBER 2017 BATCH 1

Description:
Sequence: 1 Check Type:
Chart of Account Number Detail Description
21 0000 1400 920 6810 345 OFFICIAL

Vendor ID: 707298 BREE'S TIRE SERVICE

Description:
Sequence: 1 Check Type:
Chart of Account Number Detail Description
10 0000 2700 000 0000 672 TIRES

Vendor ID: 105063 BRUNNER, MIKE

Description:
Sequence: 1 Check Type:
Chart of Account Number Detail Description
10 0000 2700 000 0000 271 BUS PHYSICAL

Vendor ID: 105063 BRUNNER, MIKE

Description:
Sequence: 1 Check Type:
Chart of Account Number Detail Description
10 0000 2700 000 0000 271 BUS PHYSICAL

Vendor ID: 100884 CENTRAL SPRINGS

Description:
Sequence: 1 Check Type:
Chart of Account Number Detail Description
21 0000 1400 920 6790 815 WRESTLING ENTRY FEE

Vendor ID: 100196 CITY OF RICEVILLE

Description:
Sequence: 1 Check Type:
Chart of Account Number Detail Description
10 0000 2600 000 0000 411 WATER
10 0000 2600 000 0000 421 GARBAGE
10 0000 2600 000 0000 411 SEWER

Vendor ID: 100196 CITY OF RICEVILLE

Description:
Sequence: 1 Check Type:
Chart of Account Number Detail Description
10 0000 2600 000 0000 411 SEWER
10 0000 2600 000 0000 411 WATER

Vendor ID: 100196 CITY OF RICEVILLE

Invoice Date: 11/21/2017 Due Date: 12/06/2017 Status: A 1099 Amount: 95.00
Checking Account ID: Check Number: Check Date:
Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full
95.00 95.00 N Final

PO Number: Invoice Number: 01-91023 Amount: 969.58

Invoice Date: 11/30/2017 Due Date: 12/05/2017 Status: A 1099 Amount: 0.00
Checking Account ID: Check Number: Check Date:
Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full
969.58 N Final

PO Number: Invoice Number: 20171206 Amount: 70.00

Invoice Date: 12/01/2017 Due Date: 12/06/2017 Status: A 1099 Amount: 0.00
Checking Account ID: Check Number: Check Date:
Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full
70.00 N Final

PO Number: Invoice Number: 20171206-0001 Amount: 70.00

Invoice Date: 12/01/2017 Due Date: 12/06/2017 Status: A 1099 Amount: 0.00
Checking Account ID: Check Number: Check Date:
Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full
70.00 N Final

PO Number: Invoice Number: 20171205 Amount: 90.00

Invoice Date: 12/09/2017 Due Date: 12/05/2017 Status: A 1099 Amount: 0.00
Checking Account ID: Check Number: Check Date:
Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full
90.00 N Final

PO Number: Invoice Number: 20089 Amount: 992.34

Invoice Date: 11/20/2017 Due Date: 12/05/2017 Status: A 1099 Amount: 0.00
Checking Account ID: Check Number: Check Date:
Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full
331.17 N Final
330.00 N Final
331.17 N Final

PO Number: Invoice Number: 20090 Amount: 29.20

Invoice Date: 11/20/2017 Due Date: 12/05/2017 Status: A 1099 Amount: 0.00
Checking Account ID: Check Number: Check Date:
Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full
14.60 N Final
14.60 N Final

PO Number: Invoice Number: 20091 Amount: 27.54

Description:	Invoice Date:	11/20/2017	Due Date:	12/05/2017	Status:	A	1099 Amount:	0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:				
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>		<u>In Full</u>	
10 0000 2600 000 0000 421	WATER		13.77		N		Final	
10 0000 2600 000 0000 421	SEWER		13.77		N		Final	
Vendor ID: 707111	CSI LEASING	PO Number:	Invoice Number:	RT00176547	Amount:	39,401.75		
Description:	Invoice Date:	11/21/2017	Due Date:	12/05/2017	Status:	A	1099 Amount:	0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:				
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>		<u>In Full</u>	
33 0000 6240 000 0000 910	1:1 COMPUTER PAYMENT		39,401.75		N		Final	
Vendor ID: 100140	DALCO	PO Number:	Invoice Number:	3250079	Amount:	131.00		
Description:	Invoice Date:	11/21/2017	Due Date:	12/05/2017	Status:	A	1099 Amount:	0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:				
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>		<u>In Full</u>	
10 0000 2600 000 0000 680	TOILETBOWL CLEANER		131.00		N		Final	
Vendor ID: 103629	DEPARTMENT OF EDUCATION	PO Number:	Invoice Number:	55080000171120	Amount:	560.00		
Description:	Invoice Date:	11/20/2017	Due Date:	12/05/2017	Status:	A	1099 Amount:	0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:				
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>		<u>In Full</u>	
10 0000 2700 000 0000 349	BUS INSPECTION		560.00		N		Final	
Vendor ID: 706884	EARTHGRAINS BAKING CO, INC	PO Number:	Invoice Number:	52251918843	Amount:	16.00		
Description:	Invoice Date:	11/14/2017	Due Date:	12/05/2017	Status:	A	1099 Amount:	0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:				
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>		<u>In Full</u>	
61 0000 3110 000 0000 631	BREAD		16.00		N		Final	
Vendor ID: 706884	EARTHGRAINS BAKING CO, INC	PO Number:	Invoice Number:	52251918881	Amount:	74.40		
Description:	Invoice Date:	11/17/2017	Due Date:	12/05/2017	Status:	A	1099 Amount:	0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:				
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>		<u>In Full</u>	
61 0000 3110 000 0000 631	BREAD		74.40		N		Final	
Vendor ID: 706884	EARTHGRAINS BAKING CO, INC	PO Number:	Invoice Number:	52251918940	Amount:	73.20		
Description:	Invoice Date:	11/21/2017	Due Date:	12/05/2017	Status:	A	1099 Amount:	0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:				
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>		<u>In Full</u>	
61 0000 3110 000 0000 631	BREAD		73.20		N		Final	
Vendor ID: 706884	EARTHGRAINS BAKING CO, INC	PO Number:	Invoice Number:	52251918941	Amount:	21.60		
Description:	Invoice Date:	11/21/2017	Due Date:	12/05/2017	Status:	A	1099 Amount:	0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:				

<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
61 0000 3110 000 0000 631	BREAD		21.60		N	Final
Vendor ID: 105034 ECKENROD, THOMAS						
Description:		PO Number:	Invoice Number: 20171206		Amount:	95.00
Sequence: 1	Check Type:	Invoice Date: 12/05/2015	Due Date: 12/06/2017	Status: A	1099 Amount: 95.00	
	Checking Account ID:	Check Number:	Check Date:			
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
21 0000 1400 920 6710 345	OFFICIAL		47.50	47.50	N	Final
21 0000 1400 920 6810 345	OFFICIAL		47.50	47.50	N	Final
Vendor ID: 102903 EVANS PRINTING & PUBLISHING						
Description:		PO Number:	Invoice Number: 3334		Amount:	151.36
Sequence: 1	Check Type:	Invoice Date: 11/02/2017	Due Date: 12/05/2017	Status: A	1099 Amount: 0.00	
	Checking Account ID:	Check Number:	Check Date:			
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
10 0000 2310 000 0000 613	LEGAL PUBLICATIONS		151.36		N	Final
Vendor ID: 104767 FREESEMANN, COLLIN						
Description:		PO Number:	Invoice Number: 20171206		Amount:	95.00
Sequence: 1	Check Type:	Invoice Date: 12/05/2015	Due Date: 12/06/2017	Status: A	1099 Amount: 95.00	
	Checking Account ID:	Check Number:	Check Date:			
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
21 0000 1400 920 6710 345	OFFICIAL		47.50	47.50	N	Final
21 0000 1400 920 6810 345	OFFICIAL		47.50	47.50	N	Final
Vendor ID: 101465 GRP & ASSOCIATES						
Description:		PO Number:	Invoice Number: 169561		Amount:	40.00
Sequence: 1	Check Type:	Invoice Date: 11/28/2017	Due Date: 12/06/2017	Status: A	1099 Amount: 0.00	
	Checking Account ID:	Check Number:	Check Date:			
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
10 0000 2134 000 0000 613	MEDICAL WEASTE		40.00		N	Final
Vendor ID: 706817 HENN, GREG						
Description:		PO Number:	Invoice Number: 20171206		Amount:	95.00
Sequence: 1	Check Type:	Invoice Date: 12/05/2015	Due Date: 12/06/2017	Status: A	1099 Amount: 95.00	
	Checking Account ID:	Check Number:	Check Date:			
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
21 0000 1400 920 6710 345	OFFICIAL		47.50	47.50	N	Final
21 0000 1400 920 6810 345	OFFICIAL		47.50	47.50	N	Final
Vendor ID: 100284 HOWARD WINNESHIEK COM SCHOOL						
Description:		PO Number:	Invoice Number: 20171205		Amount:	583.10
Sequence: 1	Check Type:	Invoice Date: 11/27/2017	Due Date: 12/05/2017	Status: A	1099 Amount: 0.00	
	Checking Account ID:	Check Number:	Check Date:			
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
10 0000 1100 100 0000 566	PSEO CLASS		583.10		N	Final
Vendor ID: 101954 INTERSTATE MOTOR TRUCKS, INC.						
Description:		PO Number:	Invoice Number: 307344		Amount:	365.15
Sequence: 1	Check Type:	Invoice Date: 11/03/2017	Due Date: 12/06/2017	Status: A	1099 Amount: 0.00	
	Checking Account ID:	Check Number:	Check Date:			

<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
10 0000 2700 000 0000 434	BUS REPAIR #6		365.15		N	Final
Vendor ID: 102635 IOWA COMMUNICATIONS NETWORK						
Description:		PO Number:	Invoice Number: 518806		Amount:	120.58
Sequence: 1	Check Type:	Invoice Date: 12/05/2017	Due Date: 12/06/2017	Status: A	1099 Amount: 0.00	
	Checking Account ID:	Check Number:	Check Date:			
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
10 0099 2237 100 0000 320	ICN		120.58		N	Final
Vendor ID: 707064 IOWA STATE UNIVERSITY						
Description:		PO Number:	Invoice Number: #JOHNSTON		Amount:	80.00
Sequence: 1	Check Type:	Invoice Date: 11/28/2017	Due Date: 12/05/2017	Status: A	1099 Amount: 0.00	
	Checking Account ID:	Check Number:	Check Date:			
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
10 0000 1100 100 8031 618	FLL REGISTRATION		80.00		N	Final
Vendor ID: 707252 JESUP COMMUNITY SCHOOL						
Description:		PO Number:	Invoice Number: 20171205		Amount:	80.00
Sequence: 1	Check Type:	Invoice Date: 12/02/2017	Due Date: 12/05/2017	Status: A	1099 Amount: 0.00	
	Checking Account ID:	Check Number:	Check Date:			
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
21 0000 1400 920 6790 815	WRESTLING ENTRY FEE		80.00		N	Final
Vendor ID: 707318 JOHNSON, DALE						
Description:		PO Number:	Invoice Number: 20171206		Amount:	75.00
Sequence: 1	Check Type:	Invoice Date: 12/05/2015	Due Date: 12/06/2017	Status: A	1099 Amount: 75.00	
	Checking Account ID:	Check Number:	Check Date:			
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
21 0000 1400 920 6710 345	OFFICIAL		37.50	37.50	N	Final
21 0000 1400 920 6810 345	OFFICIAL		37.50	37.50	N	Final
Vendor ID: 100005 KECK, INC						
Description:		PO Number:	Invoice Number: 20171205		Amount:	2,029.52
Sequence: 1	Check Type:	Invoice Date: 09/22/2017	Due Date: 12/05/2017	Status: A	1099 Amount: 0.00	
	Checking Account ID:	Check Number:	Check Date:			
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
61 0000 3110 000 0000 631	COMMODITIES		2,029.52		N	Final
Vendor ID: 100006 KEMPS						
Description:		PO Number:	Invoice Number: 7014115		Amount:	1,500.00
Sequence: 1	Check Type:	Invoice Date: 11/22/2017	Due Date: 12/06/2017	Status: A	1099 Amount: 0.00	
	Checking Account ID:	Check Number:	Check Date:			
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
61 0000 3110 000 0000 734	INSTALLATION OF COMBI		1,500.00		N	Final
Vendor ID: 706759 LINDERBAUM, LUTHER						
Description:		PO Number:	Invoice Number: 20171206		Amount:	95.00
Sequence: 1	Check Type:	Invoice Date: 11/21/2017	Due Date: 12/06/2017	Status: A	1099 Amount: 95.00	
	Checking Account ID:	Check Number:	Check Date:			
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
21 0000 1400 920 6810 345	OFFICIAL		95.00	95.00	N	Final

Vendor ID: 707265	LITTLE CEASARS	PO Number:	Invoice Number: 20171205	Amount:	753.00
Description:		Invoice Date: 11/30/2017	Due Date: 12/05/2017	Status: A	1099 Amount: 0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>
21 0000 1400 950 7957 612	NHS PIZZAZA FUNDRAISER		753.00	N	In Full
					Final
Vendor ID: 707134	MARCO INC.	PO Number:	Invoice Number: 57062930	Amount:	67.86
Description:		Invoice Date: 12/15/2017	Due Date: 12/05/2017	Status: A	1099 Amount: 0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>
36 0000 2600 000 0000 442	COPIER LEASE		67.86	N	In Full
					Final
Vendor ID: 100007	MARTIN BROS DIST	PO Number:	Invoice Number: 69774727	Amount:	1,361.41
Description:		Invoice Date: 10/30/2017	Due Date: 12/06/2017	Status: A	1099 Amount: 0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>
61 0000 3110 000 0000 631	FOOD		1,325.89	N	In Full
61 0000 3110 000 0000 618	FS SUPPLIES		35.52	N	Final
					Final
Vendor ID: 100007	MARTIN BROS DIST	PO Number:	Invoice Number: 7009144	Amount:	722.35
Description:		Invoice Date: 11/20/2017	Due Date: 12/05/2017	Status: A	1099 Amount: 0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>
61 0000 3110 000 0000 631	FOOD		714.03	N	In Full
61 0000 3110 000 0000 618	FS SUPPLIES		8.32	N	Final
					Final
Vendor ID: 100007	MARTIN BROS DIST	PO Number:	Invoice Number: 7009144.	Amount:	(25.96)
Description:		Invoice Date: 11/27/2017	Due Date: 12/05/2017	Status: A	1099 Amount: 0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>
61 0000 3110 000 0000 631	FOOD CREDIT		(25.96)	N	In Full
					Final
Vendor ID: 100007	MARTIN BROS DIST	PO Number:	Invoice Number: 7009145	Amount:	276.26
Description:		Invoice Date: 11/20/2017	Due Date: 12/05/2017	Status: A	1099 Amount: 0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>
21 0000 1400 950 7960 619	VENDING MACHINE SUPPLIES		276.26	N	In Full
					Final
Vendor ID: 100007	MARTIN BROS DIST	PO Number:	Invoice Number: 7018509	Amount:	(17.00)
Description:		Invoice Date: 11/27/2017	Due Date: 12/05/2017	Status: A	1099 Amount: 0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>
61 0000 3110 000 0000 631	FOOD CREDIT		(17.00)	N	In Full
					Final
Vendor ID: 100007	MARTIN BROS DIST	PO Number:	Invoice Number: 7018509.	Amount:	1,489.82

Description:	Invoice Date:	11/27/2017	Due Date:	12/06/2017	Status:	A	1099 Amount:	0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:				
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>		<u>In Full</u>	
61 0000 3110 000 0000 631	FOOD		1,489.82		N		Final	
Vendor ID: 100007	MARTIN BROS DIST	PO Number:	Invoice Number: 7018510	Amount:				989.88
Description:	Invoice Date:	11/27/2017	Due Date:	12/05/2017	Status:	A	1099 Amount:	0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:				
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>		<u>In Full</u>	
10 0000 2600 000 0000 680	PAPER TOWELS,LINERS		989.88		N		Final	
Vendor ID: 707317	MEIRICK, MELISSA	PO Number:	Invoice Number: 20171206	Amount:				50.44
Description:	Invoice Date:	11/29/2017	Due Date:	12/06/2017	Status:	A	1099 Amount:	0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:				
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>		<u>In Full</u>	
10 1000 1000 100 3117 580	REIMB TRAVEL EXPENSE		50.44		N		Final	
Vendor ID: 102291	NAPA	PO Number:	Invoice Number: 219947	Amount:				49.04
Description:	Invoice Date:	11/13/2017	Due Date:	12/05/2017	Status:	A	1099 Amount:	0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:				
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>		<u>In Full</u>	
10 0000 2700 000 0000 673	BELT & ICE BLADE		49.04		N		Final	
Vendor ID: 102291	NAPA	PO Number:	Invoice Number: 219957	Amount:				4.17
Description:	Invoice Date:	11/13/2017	Due Date:	12/05/2017	Status:	A	1099 Amount:	0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:				
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>		<u>In Full</u>	
10 0000 2700 000 0000 673	CONNECTOR		4.17		N		Final	
Vendor ID: 102291	NAPA	PO Number:	Invoice Number: 220012	Amount:				44.91
Description:	Invoice Date:	11/14/2017	Due Date:	12/05/2017	Status:	A	1099 Amount:	0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:				
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>		<u>In Full</u>	
10 0000 2700 000 0000 673	BELT & SCRAPER		44.91		N		Final	
Vendor ID: 102291	NAPA	PO Number:	Invoice Number: 220059	Amount:				5.92
Description:	Invoice Date:	11/15/2017	Due Date:	12/05/2017	Status:	A	1099 Amount:	0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:				
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>		<u>In Full</u>	
10 0000 2700 000 0000 673	LIGHT BULB		5.92		N		Final	
Vendor ID: 102291	NAPA	PO Number:	Invoice Number: 220277	Amount:				72.10
Description:	Invoice Date:	11/21/2017	Due Date:	12/05/2017	Status:	A	1099 Amount:	0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:				
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>		<u>In Full</u>	

Invoice Listing - Detail

Unposted; Batch Description Invoices--DECEMBER 2017 BATCH 1

10 0000 2700 000 0000 673	OIL & FUEL FILTER	72.10	N	Final	
Vendor ID: 102291	NAPA	PO Number:	Invoice Number: 220321	Amount:	467.82
Description:		Invoice Date: 11/22/2017	Due Date: 12/05/2017	Status: A	1099 Amount: 0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>
10 0000 2700 000 0000 673	OIL FILTER; OIL		467.82	N	In Full
					Final
Vendor ID: NATIONALGE	NATIONAL GEOGRAPHY BEE	PO Number:	Invoice Number: 40178	Amount:	80.00
Description:		Invoice Date: 11/29/2017	Due Date: 12/05/2017	Status: A	1099 Amount: 0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>
10 2000 1100 100 0000 810	GEOGRAPHY BEE		80.00	N	In Full
					Final
Vendor ID: 100051	OMNITEL COMMUNICATIONS	PO Number:	Invoice Number: 20171205	Amount:	1,620.66
Description:		Invoice Date: 12/01/2017	Due Date: 12/05/2017	Status: A	1099 Amount: 0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>
10 0000 2320 000 0000 532	TELEPHONE		310.66	N	Final
10 0000 2320 000 0000 538	INTERNET		1,310.00	N	Final
Vendor ID: 100385	OWEN, BOB	PO Number:	Invoice Number: 20171205	Amount:	60.00
Description:		Invoice Date: 11/28/2017	Due Date: 12/05/2017	Status: A	1099 Amount: 60.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>
21 0000 1400 920 0000 612	MAGNETS		60.00	60.00 N	In Full
					Final
Vendor ID: 100010	PEACHEY'S FAMILY MARKET	PO Number:	Invoice Number: 7018509	Amount:	1,489.82
Description:		Invoice Date: 11/27/2017	Due Date: 12/05/2017	Status: A	1099 Amount: 0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>
61 0000 3110 000 0000 631	FOOD		1,489.82	N	In Full
					Final
Vendor ID: 706882	POLLARD PEST CONTROL CO. & LAWN CARE	PO Number:	Invoice Number: 20171205	Amount:	80.00
Description:		Invoice Date: 11/30/2017	Due Date: 12/05/2017	Status: A	1099 Amount: 0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>
10 0000 2600 000 0000 425	PEST CONTROL		80.00	N	In Full
					Final
Vendor ID: 100025	QUILL CORPORATION	PO Number:	Invoice Number: 2661167	Amount:	43.76
Description:		Invoice Date: 11/21/2017	Due Date: 12/05/2017	Status: A	1099 Amount: 0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>
10 0070 1200 217 3303 612	LATEX GLOVES		43.76	N	In Full
					Final

Vendor ID: 706974	RICEVILLE COMMUNITY MARKET PLACE,	PO Number:	Invoice Number: 00008751	Amount:	73.50
Description:		Invoice Date: 11/20/2017	Due Date: 12/05/2017 Status: A 1099 Amount: 0.00		
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u> <u>1099 Detail Amount</u> <u>Asset/Asset Tag</u>	<u>In Full</u>	
10 0070 1200 217 3303 612	LEVEL 3 GROCERY SUPPLY		73.50 N	Final	
Vendor ID: 706974	RICEVILLE COMMUNITY MARKET PLACE,	PO Number:	Invoice Number: 00053242	Amount:	3.35
Description:		Invoice Date: 12/01/2017	Due Date: 12/05/2017 Status: A 1099 Amount: 0.00		
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u> <u>1099 Detail Amount</u> <u>Asset/Asset Tag</u>	<u>In Full</u>	
10 3200 1300 355 0000 612	FACS FOOD SUPPLIES		3.35 N	Final	
Vendor ID: 706900	RINDAHL, ROD	PO Number:	Invoice Number: 20171205	Amount:	75.00
Description:		Invoice Date: 11/28/2017	Due Date: 12/05/2017 Status: A 1099 Amount: 75.00		
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u> <u>1099 Detail Amount</u> <u>Asset/Asset Tag</u>	<u>In Full</u>	
21 0000 1400 920 6710 345	OFFICIAL		75.00 75.00 N	Final	
Vendor ID: 706895	SAHR, NATHAN	PO Number:	Invoice Number: 20171205	Amount:	95.00
Description:		Invoice Date: 11/28/2017	Due Date: 12/05/2017 Status: A 1099 Amount: 95.00		
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u> <u>1099 Detail Amount</u> <u>Asset/Asset Tag</u>	<u>In Full</u>	
21 0000 1400 920 6710 345	OFFICIAL		95.00 95.00 N	Final	
Vendor ID: 100229	SCHOOL BUS SALES CO	PO Number:	Invoice Number: IN58914	Amount:	61.97
Description:		Invoice Date: 12/01/2017	Due Date: 12/05/2017 Status: A 1099 Amount: 0.00		
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u> <u>1099 Detail Amount</u> <u>Asset/Asset Tag</u>	<u>In Full</u>	
10 0000 2700 000 0000 673	SCHOOL BUS SIGN & NO SMOKING STICKERS		61.97 N	Final	
Vendor ID: 706812	SCHUMANN PLUMBING & HEATING	PO Number:	Invoice Number: 20171205	Amount:	1,404.26
Description:		Invoice Date: 11/20/2017	Due Date: 12/05/2017 Status: A 1099 Amount: 1,404.26		
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u> <u>1099 Detail Amount</u> <u>Asset/Asset Tag</u>	<u>In Full</u>	
36 0000 2600 000 0000 739	HEATER		1,404.26 1,404.26 N	Final	
Vendor ID: 706812	SCHUMANN PLUMBING & HEATING	PO Number:	Invoice Number: 20171205-0001	Amount:	1,218.48
Description:		Invoice Date: 11/20/2017	Due Date: 12/05/2017 Status: A 1099 Amount: 1,218.48		
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u> <u>1099 Detail Amount</u> <u>Asset/Asset Tag</u>	<u>In Full</u>	
36 0000 4600 000 0000 450	ART ROOM SINK AND COUNTER REAPIR		1,218.48 1,218.48 N	Final	
Vendor ID: 100044	SUPERIOR WELDING SUPPLY CO	PO Number:	Invoice Number: 861629	Amount:	85.95
Description:		Invoice Date: 10/23/2017	Due Date: 12/06/2017 Status: A 1099 Amount: 0.00		

Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:		
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
10 3200 1100 100 0000 612	WELDING WIRE		85.95		N	Final
Vendor ID: 100044	SUPERIOR WELDING SUPPLY CO	PO Number:	Invoice Number: 861629-1	Amount:		(40.00)
Description:		Invoice Date: 10/23/2017	Due Date: 12/06/2017	Status: A	1099 Amount: 0.00	
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:		
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
10 3200 1100 100 0000 612	CREDIT		(40.00)		N	Final
Vendor ID: 100044	SUPERIOR WELDING SUPPLY CO	PO Number:	Invoice Number: 865102	Amount:		90.25
Description:		Invoice Date: 11/20/2017	Due Date: 12/06/2017	Status: A	1099 Amount: 0.00	
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:		
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
10 3200 1100 100 0000 612	ELECTRODE & NOZZLE		90.25		N	Final
Vendor ID: 707126	THEIN, TREVOR	PO Number:	Invoice Number: 20171206	Amount:		95.00
Description:		Invoice Date: 11/21/2017	Due Date: 12/06/2017	Status: A	1099 Amount: 95.00	
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:		
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
21 0000 1400 920 6810 345	OFFICIAL		95.00	95.00	N	Final
Vendor ID: 706777	TIMBERLINE BILLING SERVICE LLC	PO Number:	Invoice Number: 12906	Amount:		62.23
Description:		Invoice Date: 11/30/2017	Due Date: 12/05/2017	Status: A	1099 Amount: 0.00	
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:		
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
10 0000 2510 217 3303 351	MEDICAID BILLING		62.23		N	Final
Vendor ID: 100004	TRUE VALUE	PO Number:	Invoice Number: B124848	Amount:		58.48
Description:		Invoice Date: 11/29/2017	Due Date: 12/05/2017	Status: A	1099 Amount: 0.00	
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:		
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
10 0000 2700 000 0000 618	TRANSPORTATION SUPPLIES		58.48		N	Final
Vendor ID: 100004	TRUE VALUE	PO Number:	Invoice Number: B125127	Amount:		2.07
Description:		Invoice Date: 02/05/2017	Due Date: 12/05/2017	Status: A	1099 Amount: 0.00	
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:		
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
10 0000 2700 000 0000 618	SUCTION CUPS		2.07		N	Final
Vendor ID: 707315	VISUAL COMMUNICATION SERVICES, LLC	PO Number:	Invoice Number: 13409	Amount:		873.00
Description:		Invoice Date: 11/08/2017	Due Date: 12/05/2017	Status: A	1099 Amount: 0.00	
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:		
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
36 0000 4200 000 0000 450	WINDOE GRAPHICS		873.00		N	Final

Vendor ID: 707315	VISUAL COMMUNICATION SERVICES, LLC	PO Number:	Invoice Number: 13411	Amount:	932.50
Description:		Invoice Date: 11/08/2017	Due Date: 12/05/2017 Status: A	1099 Amount: 0.00	
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>
36 0000 4200 000 0000 450	WINDOE GRAPHICS		932.50	N	In Full
					Final
Vendor ID: 707315	VISUAL COMMUNICATION SERVICES, LLC	PO Number:	Invoice Number: 13413	Amount:	421.25
Description:		Invoice Date: 11/08/2017	Due Date: 12/05/2017 Status: A	1099 Amount: 0.00	
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>
10 0000 2600 000 0000 424	WINDOE GRAPHICS		421.25	N	In Full
					Final
Vendor ID: 707315	VISUAL COMMUNICATION SERVICES, LLC	PO Number:	Invoice Number: 13414	Amount:	892.50
Description:		Invoice Date: 11/08/2017	Due Date: 12/05/2017 Status: A	1099 Amount: 0.00	
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>
36 0000 4200 000 0000 450	WINDOE GRAPHICS		892.50	N	In Full
					Final
Vendor ID: 707315	VISUAL COMMUNICATION SERVICES, LLC	PO Number:	Invoice Number: 13419	Amount:	803.00
Description:		Invoice Date: 11/08/2017	Due Date: 12/05/2017 Status: A	1099 Amount: 0.00	
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>
36 0000 4200 000 0000 450	WINDOE GRAPHICS		803.00	N	In Full
					Final
Vendor ID: 707316	WADDLE, JARED	PO Number:	Invoice Number: 20171205	Amount:	95.00
Description:		Invoice Date: 11/28/2017	Due Date: 12/05/2017 Status: A	1099 Amount: 95.00	
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>
21 0000 1400 920 6710 345	OFFICIAL		95.00	95.00 N	In Full
					Final
Vendor ID: 706957	WEBER PAPER COMPANY	PO Number:	Invoice Number: W018307	Amount:	491.04
Description:		Invoice Date: 12/04/2017	Due Date: 12/05/2017 Status: A	1099 Amount: 0.00	
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>
10 0000 2600 000 0000 680	TOILET PAPER		491.04	N	In Full
					Final
Vendor ID: 102190	WEST MUSIC COMPANY	PO Number:	Invoice Number: SI1514966	Amount:	82.00
Description:		Invoice Date: 10/20/2017	Due Date: 12/05/2017 Status: A	1099 Amount: 0.00	
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>
21 0000 1400 910 6220 612	TRUMPET REPAIR		82.00	N	In Full
					Final
Vendor ID: 102190	WEST MUSIC COMPANY	PO Number:	Invoice Number: SI1521807	Amount:	82.50
Description:		Invoice Date: 11/06/2017	Due Date: 12/06/2017 Status: A	1099 Amount: 0.00	
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:	

Invoice Listing - Detail
Unposted; Batch Description Invoices--DECEMBER 2017 BATCH 1

<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
21 0000 1400 910 6220 612	REEDS		82.50		N	Final
Vendor ID: 102190 WEST MUSIC COMPANY						
Description:		PO Number:	Invoice Number: SI1533934		Amount: 31.00	
Sequence: 1 Check Type:		Invoice Date: 11/30/2017 Due Date: 12/06/2017 Status: A 1099 Amount: 0.00				
Checking Account ID:		Check Number:		Check Date:		
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
21 0000 1400 910 6220 612	BARI SAX REPAIR		31.00		N	Final
Vendor ID: 103669 WESTFORK COMMUNITY SCHOOL DISTRICT						
Description:		PO Number:	Invoice Number: 20171205		Amount: 24.00	
Sequence: 1 Check Type:		Invoice Date: 12/04/2017 Due Date: 12/05/2017 Status: A 1099 Amount: 0.00				
Checking Account ID:		Check Number:		Check Date:		
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
21 0000 1400 920 6790 815	WRESTLING ENTRY FEE		24.00		N	Final
Batch 1099 Total:			3,687.74	Batch Total: 69,074.50		
Report 1099 Total:			3,687.74	Report Total: 69,074.50		

Batch Description: Invoices--DECEMBER 2017 BATCH 2

Processing Month: 12/2017

Vendor ID: 101231		ANDERSON ERICKSON DAIRY CO		PO Number:	Invoice Number: 23628		Amount:	299.76
Description:				Invoice Date:	11/07/2017	Due Date:	12/08/2017	Status: A 1099 Amount: 0.00
Sequence: 1	Check Type:		Checking Account ID:	Check Number:		Check Date:		
<u>Chart of Account Number</u>	<u>Detail Description</u>			<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
61 0000 3110 000 0000 631	MILK				299.76		N	Final
Vendor ID: 101231		ANDERSON ERICKSON DAIRY CO		PO Number:	Invoice Number: 26270		Amount:	262.50
Description:				Invoice Date:	11/10/2017	Due Date:	12/08/2017	Status: A 1099 Amount: 0.00
Sequence: 1	Check Type:		Checking Account ID:	Check Number:		Check Date:		
<u>Chart of Account Number</u>	<u>Detail Description</u>			<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
61 0000 3110 000 0000 631	MILK				262.50		N	Final
Vendor ID: 101231		ANDERSON ERICKSON DAIRY CO		PO Number:	Invoice Number: 27831		Amount:	310.45
Description:				Invoice Date:	11/14/2017	Due Date:	12/08/2017	Status: A 1099 Amount: 0.00
Sequence: 1	Check Type:		Checking Account ID:	Check Number:		Check Date:		
<u>Chart of Account Number</u>	<u>Detail Description</u>			<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
61 0000 3110 000 0000 631	MILK				310.45		N	Final
Vendor ID: 101231		ANDERSON ERICKSON DAIRY CO		PO Number:	Invoice Number: 29582		Amount:	293.15
Description:				Invoice Date:	11/17/2017	Due Date:	12/08/2017	Status: A 1099 Amount: 0.00
Sequence: 1	Check Type:		Checking Account ID:	Check Number:		Check Date:		
<u>Chart of Account Number</u>	<u>Detail Description</u>			<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
61 0000 3110 000 0000 631	MILK				293.15		N	Final
Vendor ID: 101231		ANDERSON ERICKSON DAIRY CO		PO Number:	Invoice Number: 29951		Amount:	206.22
Description:				Invoice Date:	11/03/2017	Due Date:	12/08/2017	Status: A 1099 Amount: 0.00
Sequence: 1	Check Type:		Checking Account ID:	Check Number:		Check Date:		
<u>Chart of Account Number</u>	<u>Detail Description</u>			<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
61 0000 3110 000 0000 631	MILK				206.22		N	Final
Vendor ID: 101231		ANDERSON ERICKSON DAIRY CO		PO Number:	Invoice Number: 31142		Amount:	47.97
Description:				Invoice Date:	11/21/2017	Due Date:	12/08/2017	Status: A 1099 Amount: 0.00
Sequence: 1	Check Type:		Checking Account ID:	Check Number:		Check Date:		
<u>Chart of Account Number</u>	<u>Detail Description</u>			<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
61 0000 3110 000 0000 631	MILK				47.97		N	Final
Vendor ID: 101231		ANDERSON ERICKSON DAIRY CO		PO Number:	Invoice Number: 32889		Amount:	158.28
Description:				Invoice Date:	11/24/2017	Due Date:	12/08/2017	Status: A 1099 Amount: 0.00
Sequence: 1	Check Type:		Checking Account ID:	Check Number:		Check Date:		
<u>Chart of Account Number</u>	<u>Detail Description</u>			<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
61 0000 3110 000 0000 631	MILK				158.28		N	Final
Vendor ID: 101231		ANDERSON ERICKSON DAIRY CO		PO Number:	Invoice Number: 34411		Amount:	395.48
Description:				Invoice Date:	11/28/2017	Due Date:	12/08/2017	Status: A 1099 Amount: 0.00

Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:		
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
61 0000 3110 000 0000 631	MILK		395.48		N	Incomplete
Vendor ID: 104848	BARRIER GROUP, THE	PO Number:	Invoice Number: 2761	Amount:	1,900.00	
Description:		Invoice Date: 01/01/2018	Due Date: 12/11/2017	Status: A	1099 Amount: 0.00	
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:		
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
36 0000 2237 100 0000 734	FIREWALL RENEWAL		1,900.00		N	Final
Vendor ID: 707211	BLICK ART SUPPLIES	PO Number:	Invoice Number: 8627978	Amount:	40.12	
Description:		Invoice Date: 12/08/2017	Due Date: 12/14/2017	Status: A	1099 Amount: 0.00	
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:		
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
10 0000 2213 100 3116 612	PD SUPPLIES		40.12		N	Final
Vendor ID: 105240	BUCKWHEAT & SONS CONSTRUCTION LLC	PO Number:	Invoice Number: 20171214	Amount:	607.50	
Description:		Invoice Date: 11/29/2017	Due Date: 12/14/2017	Status: A	1099 Amount: 607.50	
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:		
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
21 0000 1400 920 0000 612	BLACK DIRT PRACTICE FOOTBALL FIELD		607.50	607.50	N	Final
Vendor ID: 706930	CAMP, BOB	PO Number:	Invoice Number: 20171214	Amount:	95.00	
Description:		Invoice Date: 12/12/2017	Due Date: 12/14/2017	Status: A	1099 Amount: 95.00	
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:		
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
21 0000 1400 920 6710 345	OFFICIAL		47.50	47.50	N	Final
21 0000 1400 920 6810 345	OFFICIAL		47.50	47.50	N	Final
Vendor ID: 100639	COMMUNITY ORCHARD	PO Number:	Invoice Number: 2250	Amount:	801.30	
Description:		Invoice Date: 12/09/2017	Due Date: 12/14/2017	Status: A	1099 Amount: 0.00	
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:		
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
21 0000 1400 950 7960 612	APPLE CIDERS		801.30		N	Final
Vendor ID: 104466	CULLIGAN WATER CONDITIONING	PO Number:	Invoice Number: 94670	Amount:	34.80	
Description:		Invoice Date: 12/08/2017	Due Date: 12/08/2017	Status: A	1099 Amount: 0.00	
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:		
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
10 0000 2600 000 0000 680	SALT		34.80		N	Final
Vendor ID: 100158	DEMCO	PO Number: 19957H	Invoice Number: 6270776	Amount:	447.12	
Description:		Invoice Date: 12/12/2017	Due Date: 12/15/2017	Status: A	1099 Amount: 0.00	
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:		
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>

10 0000 2222 100 8953 643	MOBILE DISPLAY CART	447.12	N	Final
Vendor ID: 706884	EARTHGRAINS BAKING CO, INC	PO Number:	Invoice Number: 52251919056	Amount: 76.32
Description:		Invoice Date: 12/01/2017	Due Date: 12/14/2017	Status: A 1099 Amount: 0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u> <u>Asset/Asset Tag</u> <u>In Full</u>
61 0000 3110 000 0000 631	BREAD		76.32	N Final
Vendor ID: 101954	INTERSTATE MOTOR TRUCKS, INC.	PO Number:	Invoice Number: 3023449	Amount: 357.52
Description:		Invoice Date: 12/04/2017	Due Date: 12/07/2017	Status: A 1099 Amount: 0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u> <u>Asset/Asset Tag</u> <u>In Full</u>
10 0000 2700 000 0000 673	CRANKCASE, WATERPUMP, BELT		357.52	N Final
Vendor ID: 103599	JACOBSEN, BOB	PO Number:	Invoice Number: 20171211	Amount: 95.00
Description:		Invoice Date: 12/08/2017	Due Date: 12/11/2017	Status: A 1099 Amount: 95.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u> <u>Asset/Asset Tag</u> <u>In Full</u>
21 0000 1400 920 6710 345	OFFICIAL		47.50	47.50 N Final
21 0000 1400 920 6810 345	OFFICIAL		47.50	47.50 N Final
Vendor ID: 100005	KECK, INC	PO Number:	Invoice Number: 18	Amount: 1,982.81
Description:		Invoice Date: 11/01/2017	Due Date: 12/15/2017	Status: A 1099 Amount: 0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u> <u>Asset/Asset Tag</u> <u>In Full</u>
61 0000 3110 000 0000 631	COMMODITIES		1,982.81	N Final
Vendor ID: 707322	KELEHER, JERRY	PO Number:	Invoice Number: 20171214	Amount: 95.00
Description:		Invoice Date: 12/14/2017	Due Date: 12/14/2017	Status: A 1099 Amount: 95.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u> <u>Asset/Asset Tag</u> <u>In Full</u>
21 0000 1400 920 6810 345	OFFICIAL		47.50	47.50 N Final
21 0000 1400 920 6710 345	OFFICIAL		47.50	47.50 N Final
Vendor ID: 100221	KEYSTONE AEA 1	PO Number:	Invoice Number: INV-011157	Amount: 8.00
Description:		Invoice Date: 11/15/2017	Due Date: 12/07/2017	Status: A 1099 Amount: 0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u> <u>Asset/Asset Tag</u> <u>In Full</u>
10 0000 2213 100 3116 612	FRAMEWORK MENTORING MATERIALS		8.00	N Final
Vendor ID: 100221	KEYSTONE AEA 1	PO Number:	Invoice Number: INV-011158	Amount: 31.61
Description:		Invoice Date: 11/15/2017	Due Date: 12/07/2017	Status: A 1099 Amount: 0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u> <u>Asset/Asset Tag</u> <u>In Full</u>
10 0000 2213 100 3116 612	MENTORING MATTERS--MENTORING		31.61	N Final

Invoice Listing - Detail
Unposted; Batch Description Invoices--DECEMBER 2017 BATCH 2

MATERIALS

Vendor ID: 707319	KLEIN, TRACY	PO Number:	Invoice Number: 20171208	Amount:	25.45
Description:		Invoice Date: 12/08/2017	Due Date: 12/08/2017 Status: A	1099 Amount: 0.00	
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>
61 0000 1611 000 0000	LUNCH MONEY REFUND		25.45		N
					In Full
					Final
Vendor ID: 707307	MAKE MUSIC	PO Number: 19960E	Invoice Number: 2332201	Amount:	759.95
Description:		Invoice Date: 11/01/2017	Due Date: 12/08/2017 Status: A	1099 Amount: 0.00	
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>
10 0000 1100 100 8031 618	SITE LICENSE MEDIA KIT		759.95		N
					In Full
					Final
Vendor ID: 706920	MARCO	PO Number:	Invoice Number: INV4812608	Amount:	392.47
Description:		Invoice Date: 12/06/2017	Due Date: 12/14/2017 Status: A	1099 Amount: 0.00	
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>
10 0000 2600 000 0000 442	COPIES		392.47		N
					In Full
					Final
Vendor ID: 100007	MARTIN BROS DIST	PO Number:	Invoice Number: 7014115	Amount:	1,500.00
Description:		Invoice Date: 11/22/2017	Due Date: 12/06/2017 Status: A	1099 Amount: 0.00	
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>
61 0000 3110 000 0000 734	INSTALLATION OF COMBI		1,500.00		N
					In Full
					Final
Vendor ID: 100007	MARTIN BROS DIST	PO Number:	Invoice Number: 7018509..	Amount:	1,489.82
Description:		Invoice Date: 11/27/2017	Due Date: 12/06/2017 Status: A	1099 Amount: 0.00	
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>
61 0000 3110 000 0000 631	FOOD		1,489.82		N
					In Full
					Final
Vendor ID: 100007	MARTIN BROS DIST	PO Number:	Invoice Number: 7018509...	Amount:	(31.45)
Description:		Invoice Date: 12/07/2017	Due Date: 12/07/2017 Status: A	1099 Amount: 0.00	
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>
61 0000 3110 000 0000 631	REFUND		(31.45)		N
					In Full
					Final
Vendor ID: 100007	MARTIN BROS DIST	PO Number:	Invoice Number: 7030900	Amount:	1,852.60
Description:		Invoice Date: 12/04/2017	Due Date: 12/11/2017 Status: A	1099 Amount: 0.00	
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>
61 0000 3110 000 0000 618	FOOD		1,791.13		N
61 0000 3110 000 0000 631	FS SUPPLIES		61.47		N
					In Full
					Final
Vendor ID: 100007	MARTIN BROS DIST	PO Number:	Invoice Number: 7043033	Amount:	1,595.09

Invoice Listing - Detail
Unposted; Batch Description Invoices--DECEMBER 2017 BATCH 2

Description:	Invoice Date:	12/11/2017	Due Date:	12/11/2017	Status:	A	1099 Amount:	0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:				
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>		<u>In Full</u>	
61 0000 3110 000 0000 631	FOOD		1,595.09		N		Final	
Vendor ID: 707323	MULLER DC, ZACHARY	PO Number:	Invoice Number:	121317	Amount:			120.00
Description:	Invoice Date:	12/13/2017	Due Date:	12/15/2017	Status:	A	1099 Amount:	0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:				
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>		<u>In Full</u>	
21 0000 1400 920 6790 612	BODY FAT TESTING		120.00		N		Final	
Vendor ID: 103796	NATE'S OUTDOOR RECREATION	PO Number:	Invoice Number:	12923	Amount:			272.49
Description:	Invoice Date:	12/06/2017	Due Date:	12/14/2017	Status:	A	1099 Amount:	0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:				
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>		<u>In Full</u>	
10 0000 2600 000 0000 433	LAWN MOWER REPAIR		272.49		N		Final	
Vendor ID: 707120	NIEHOUS, JEFF	PO Number:	Invoice Number:	20171214	Amount:			95.00
Description:	Invoice Date:	12/12/2017	Due Date:	12/14/2017	Status:	A	1099 Amount:	95.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:				
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>		<u>In Full</u>	
21 0000 1400 920 6810 345	OFFICIAL		47.50	47.50	N		Final	
21 0000 1400 920 6710 345	OFFICIAL		47.50	47.50	N		Final	
Vendor ID: 707086	NOSBISCH, MORGAN	PO Number:	Invoice Number:	20171207	Amount:			25.00
Description:	Invoice Date:	12/06/2017	Due Date:	12/07/2017	Status:	A	1099 Amount:	0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:				
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>		<u>In Full</u>	
10 0000 2700 000 0000 626	10.16 GAL GAS		25.00		N		Final	
Vendor ID: 707070	PAPPAS, NICHOLAS	PO Number:	Invoice Number:	20171211	Amount:			75.00
Description:	Invoice Date:	12/08/2017	Due Date:	12/11/2017	Status:	A	1099 Amount:	0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:				
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>		<u>In Full</u>	
21 0000 1400 920 6710 345	OFFICIAL		37.50		N		Final	
21 0000 1400 920 6810 345	OFFICIAL		37.50		N		Final	
Vendor ID: 707070	PAPPAS, NICHOLAS	PO Number:	Invoice Number:	20171214	Amount:			75.00
Description:	Invoice Date:	12/12/2017	Due Date:	12/14/2017	Status:	A	1099 Amount:	0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:				
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>		<u>In Full</u>	
21 0000 1400 920 6710 345	OFFICIAL		37.50		N		Final	
21 0000 1400 920 6810 345	OFFICIAL		37.50		N		Final	
Vendor ID: 105243	PEPSI-COLA BOTTLING CO - DECORAH	PO Number:	Invoice Number:	20171214	Amount:			(42.68)

Invoice Listing - Detail
Unposted; Batch Description Invoices--DECEMBER 2017 BATCH 2

Description:	Invoice Date:	11/30/2017	Due Date:	12/14/2017	Status:	A	1099 Amount:	0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:				
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>		
10 0000 1100 100 8031 618	REFUND POP ELEM LOUNGE		(42.68)		N	Final		
Vendor ID: 105243	PEPSI-COLA BOTTLING CO - DECORAH	PO Number:	Invoice Number:	9226860	Amount:	76.05		
Description:	Invoice Date:	12/14/2017	Due Date:	12/14/2017	Status:	A	1099 Amount:	0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:				
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>		
10 0000 1100 100 8031 618	POP ELEM LOUNGE		76.05		N	Final		
Vendor ID: 102319	PICKAR-OULMAN PLBG HTG & ELEC	PO Number:	Invoice Number:	1017-8096	Amount:	584.93		
Description:	Invoice Date:	01/12/2018	Due Date:	12/15/2017	Status:	A	1099 Amount:	0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:				
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>		
10 0000 2600 000 0000 432	MODULES TOILETS		584.93		N	Final		
Vendor ID: 100025	QUILL CORPORATION	PO Number:	Invoice Number:	3066785	Amount:	67.75		
Description:	Invoice Date:	12/07/2017	Due Date:	12/15/2017	Status:	A	1099 Amount:	0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:				
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>		
10 0000 2310 000 0000 611	ENVELOPES & TAPE		45.88		N	Final		
10 0000 2134 000 0000 613	DESK FILE & STAPLER		21.87		N	Final		
Vendor ID: 100025	QUILL CORPORATION	PO Number:	Invoice Number:	3090952	Amount:	512.99		
Description:	Invoice Date:	12/08/2017	Due Date:	12/14/2017	Status:	A	1099 Amount:	0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:				
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>		
36 0000 2640 000 0000 733	DESK		512.99		N	Final		
Vendor ID: 706974	RICEVILLE COMMUNITY MARKET PLACE,	PO Number:	Invoice Number:	001-00050536	Amount:	5.64		
Description:	Invoice Date:	11/01/2017	Due Date:	12/06/2017	Status:	A	1099 Amount:	0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:				
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>		
10 0000 2134 000 0000 613	CRACKERS		5.64		N	Final		
Vendor ID: 706974	RICEVILLE COMMUNITY MARKET PLACE,	PO Number:	Invoice Number:	1241	Amount:	40.10		
Description:	Invoice Date:	12/15/2017	Due Date:	12/15/2017	Status:	A	1099 Amount:	0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:				
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>		
21 0000 1400 950 7960 612	PEANUTS		40.10		N	Final		
Vendor ID: 706974	RICEVILLE COMMUNITY MARKET PLACE,	PO Number:	Invoice Number:	20171214	Amount:	(17.11)		
Description:	Invoice Date:	11/08/2017	Due Date:	12/14/2017	Status:	A	1099 Amount:	0.00
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:				

Invoice Listing - Detail
Unposted; Batch Description Invoices--DECEMBER 2017 BATCH 2

<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
10 3200 1300 355 0000 612	FACS FOOD SUPPLIES		(17.11)		N	Final
Vendor ID: 706974 RICEVILLE COMMUNITY MARKET PLACE,						
Description:		PO Number:	Invoice Number: 54212		Amount: 13.94	
Sequence: 1	Check Type:	Invoice Date: 12/11/2017	Due Date: 12/14/2017	Status: A	1099 Amount: 0.00	
	Checking Account ID:	Check Number:	Check Date:			
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
10 3200 1300 355 0000 612	FACS FOOD SUPPLIES		13.94		N	Final
Vendor ID: 706974 RICEVILLE COMMUNITY MARKET PLACE,						
Description:		PO Number:	Invoice Number: 54349		Amount: 18.54	
Sequence: 1	Check Type:	Invoice Date: 12/12/2017	Due Date: 12/14/2017	Status: A	1099 Amount: 0.00	
	Checking Account ID:	Check Number:	Check Date:			
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
10 3200 1300 355 0000 612	FACS FOOD SUPPLIES		18.54		N	Final
Vendor ID: 706974 RICEVILLE COMMUNITY MARKET PLACE,						
Description:		PO Number:	Invoice Number: 54511		Amount: 446.76	
Sequence: 1	Check Type:	Invoice Date: 12/11/2017	Due Date: 12/14/2017	Status: A	1099 Amount: 0.00	
	Checking Account ID:	Check Number:	Check Date:			
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
21 0000 1400 950 7960 612	PEANUTS		446.76		N	Final
Vendor ID: 706975 ROLAND STORY CSD,						
Description:		PO Number:	Invoice Number: 20171215		Amount: 140.00	
Sequence: 1	Check Type:	Invoice Date: 12/15/2017	Due Date: 12/15/2017	Status: A	1099 Amount: 0.00	
	Checking Account ID:	Check Number:	Check Date:			
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
21 0000 1400 920 6790 612	WRESTLING ENTRY FEE		140.00		N	Final
Vendor ID: 103208 SCHOFIELD, DAN						
Description:		PO Number:	Invoice Number: 20171211		Amount: 95.00	
Sequence: 1	Check Type:	Invoice Date: 12/08/2017	Due Date: 12/11/2017	Status: A	1099 Amount: 95.00	
	Checking Account ID:	Check Number:	Check Date:			
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
21 0000 1400 920 6810 345	OFFICIAL		47.50	47.50	N	Final
21 0000 1400 920 6710 345	OFFICIAL		47.50	47.50	N	Final
Vendor ID: 100229 SCHOOL BUS SALES CO						
Description:		PO Number:	Invoice Number: IN59173		Amount: 309.62	
Sequence: 1	Check Type:	Invoice Date: 12/07/2017	Due Date: 12/14/2017	Status: A	1099 Amount: 0.00	
	Checking Account ID:	Check Number:	Check Date:			
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
10 0000 2700 000 0000 673	SENSOR		309.62		N	Final
Vendor ID: 105545 SENOR WOOLY						
Description:		PO Number:	Invoice Number: 40447642642		Amount: 75.00	
Sequence: 1	Check Type:	Invoice Date: 12/07/2017	Due Date: 02/05/2018	Status: A	1099 Amount: 0.00	
	Checking Account ID:	Check Number:	Check Date:			
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
10 3200 1100 106 0000 612	PRO-SUBSCRIPTION (ON-LINE)		75.00		N	Final

Vendor ID: 100282	ST ANSGAR COMMUNITY SCHOOL	PO Number:	Invoice Number: 20171208	Amount:	38,279.54
Description:		Invoice Date: 12/08/2017	Due Date: 12/08/2017 Status: A 1099 Amount: 0.00		
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u> <u>1099 Detail Amount</u> <u>Asset/Asset Tag</u>	<u>In Full</u>	
10 0000 1100 100 0000 567	OPEN ENROLLMENT		38,279.54 N	Final	
Vendor ID: 105216	STACYVILLE LP GAS CO	PO Number:	Invoice Number: 2167	Amount:	8,174.30
Description:		Invoice Date: 11/06/2017	Due Date: 12/15/2017 Status: A 1099 Amount: 0.00		
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u> <u>1099 Detail Amount</u> <u>Asset/Asset Tag</u>	<u>In Full</u>	
10 0000 2700 000 0000 623	LP		8,174.30 N	Final	
Vendor ID: 706978	STOCHL, NOAH	PO Number:	Invoice Number: 54250	Amount:	42.59
Description:		Invoice Date: 12/11/2017	Due Date: 12/14/2017 Status: A 1099 Amount: 42.59		
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u> <u>1099 Detail Amount</u> <u>Asset/Asset Tag</u>	<u>In Full</u>	
10 0070 1200 217 3303 612	SP ED FOOD SUPPLIES		42.59 42.59 N	Final	
Vendor ID: 100004	TRUE VALUE	PO Number:	Invoice Number: A132338	Amount:	116.01
Description:		Invoice Date: 12/05/2017	Due Date: 12/08/2017 Status: A 1099 Amount: 0.00		
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u> <u>1099 Detail Amount</u> <u>Asset/Asset Tag</u>	<u>In Full</u>	
10 0000 2600 000 0000 680	MATERIALS FOR READING ROOM		116.01 N	Final	
Vendor ID: 100004	TRUE VALUE	PO Number:	Invoice Number: A132664	Amount:	22.13
Description:		Invoice Date: 12/13/2017	Due Date: 12/14/2017 Status: A 1099 Amount: 0.00		
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u> <u>1099 Detail Amount</u> <u>Asset/Asset Tag</u>	<u>In Full</u>	
10 0000 2600 000 0000 680	READING ROOM SUPPLIES		22.13 N	Final	
Vendor ID: 100004	TRUE VALUE	PO Number:	Invoice Number: A132685	Amount:	10.58
Description:		Invoice Date: 12/13/2017	Due Date: 12/14/2017 Status: A 1099 Amount: 0.00		
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u> <u>1099 Detail Amount</u> <u>Asset/Asset Tag</u>	<u>In Full</u>	
10 0000 2600 000 0000 680	ANTI-FREEZE		10.58 N	Final	
Vendor ID: 102183	WEBER AUTO PARTS	PO Number:	Invoice Number: 368788	Amount:	385.56
Description:		Invoice Date: 12/06/2017	Due Date: 12/07/2017 Status: A 1099 Amount: 0.00		
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:	
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u> <u>1099 Detail Amount</u> <u>Asset/Asset Tag</u>	<u>In Full</u>	
10 0000 2700 000 0000 673	OIL ,FILTERS, BELTS		385.56 N	Final	
Vendor ID: 102190	WEST MUSIC COMPANY	PO Number:	Invoice Number: SI1537987	Amount:	10.40
Description:		Invoice Date: 12/07/2017	Due Date: 12/11/2017 Status: A 1099 Amount: 0.00		
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:	

Invoice Listing - Detail
Unposted; Batch Description Invoices--DECEMBER 2017 BATCH 2

<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Cost Center ID</u>	<u>Detail Amount</u>	<u>1099 Detail Amount</u>	<u>Asset/Asset Tag</u>	<u>In Full</u>
21 0000 1400 910 6220 612	CLAINET BOOKS		10.40		N	Final
			Batch 1099 Total:	1,125.09		Batch Total: 66,159.97
			Report 1099 Total:	1,125.09		Report Total: 66,159.97

THERAPY DOG

THERAPY DOGS ARE DOGS WHO GO WITH THEIR OWNERS TO VOLUNTEER IN SETTINGS SUCH AS SCHOOLS, HOSPITALS, AND NURSING HOMES. FROM WORKING WITH A CHILD WHO IS LEARNING TO READ TO VISITING A SENIOR IN ASSISTED LIVING, THERAPY DOGS AND THEIR OWNERS WORK TOGETHER AS A TEAM TO IMPROVE THE LIVES OF OTHER PEOPLE.
- AMERICAN KENNEL CLUB

WHY IN SCHOOL

The benefits of having therapy dogs in the classroom include:

Physical benefits. Interaction with therapy dogs has been shown to reduce blood pressure, provide physical stimulation and assist with pain management.

Social benefits. A visiting therapy dog promotes greater self-esteem and focused interaction with other students and teachers.

Cognitive benefits. It has been empirically proven that therapy dogs stimulate memory and problem-solving skills.

Emotional and mental health benefits. A recent national survey of adolescent mental health found that about 8 to 10 percent of teens ages 13 to 18 have an anxiety disorder. A therapy dog can lift moods in the classroom, often provoking laughter. The therapy dog is also there to offer friendship and a shoulder to lean on for students.

**"ONCE YOU HAVE HAD
A WONDERFUL DOG, A
LIFE WITHOUT ONE, IS
A LIFE DIMINISHED."**



OTHER SCHOOLS UTILIZING THERAPY DOGS

Osage CSD

Charles City CSD

Bettendorf CSD

Mulberry Elementary in Muscatine

McKinley Middle School in Cedar Rapids

Table Mound Elementary and Thomas Jefferson
in Dubuque

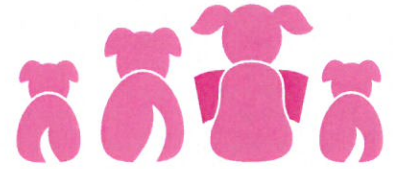
THERAPY DOGS

IN

RICEVILLE COMMUNITY SCHOOL DISTRICT

PROCESS TO BECOMING A THERAPY DOG

- basic obedience training
- minimum of one year old
- meet all health requirements
- dog and handler must pass test
- registered with AKC or similar organization
- complete required number of visits

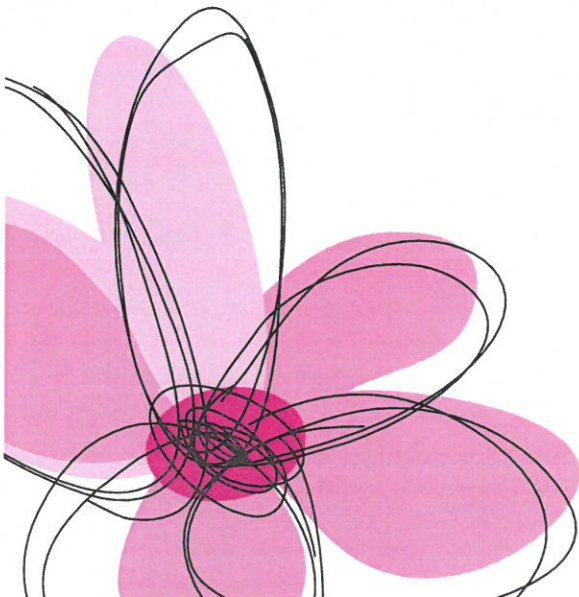


CHARLOTTE'S **LITTER**

Good dogs. Great listeners.



BRINGING THERAPY DOGS TO YOUR SCHOOL



A PRACTICAL GUIDE FOR
SCHOOL ADMINISTRATORS
AND EDUCATORS

Have you thought about it?

Have you considered being a part of the comfort and support of a therapy dog program in your school? Increasingly, school educators across the country and even internationally are starting to realize the benefits of therapy dogs in the school environment. Unfortunately, the majority of elementary, middle and high schools have yet to fully tap into this tremendous tool that can greatly serve its students. Yes, there are questions and challenges to adopting a dog therapy program but hopefully this article can address those issues and outline a process to implementing a program that can bring a valuable resource to your school.

Following the tragic shooting at Sandy Hook Elementary School in December 2012, the parents of Charlotte Bacon along with our Newtown community saw firsthand the tremendous help and benefits comfort and therapy dogs could offer. As a way to further honor Charlotte, the parents of Charlotte Bacon and Newtown Kindness (www.newtownkindness.org) launched Charlotte's Litter with the focused mission to advocate for animal assisted activity with therapy/comfort dogs in schools and community institutions. Charlotte's Litter seeks to connect resources and experienced people to help provide input and guidance for schools in their process of fact finding and adoption of an appropriate therapy dog program.

After months of observing these therapy dogs in action, schools in Newtown such as Reed Intermediate School now have integrated therapy dogs as part of their ongoing school life. Following this example, other schools in the region are also in the process of introducing therapy dogs as part of their regular services for students.

Administrators and teachers can face a lot of barriers in seeking to adopt new programs, and not surprisingly can be resistant to changing or altering current programs. Bringing dogs into schools can be seen as risky and loaded with concerns about potential liability. Implementing an animal facilitated therapy program will take work, coordination, and support from various sources. However, the benefits to students, teachers and the administration have been shown to be well worth it. Gathering needed support may sometimes be a struggle, but the gains from a well-run dog therapy program in a school far outweigh the initial efforts in setting up a viable program. Being knowledgeable and providing supporting research will help provide answers to the potential concerns of interested parties.



The purpose of this article is to help school administrators and educators better understand the benefits of animal assisted therapy in a school setting. In addition it will address the common objections or concerns for placing therapy dogs in a school, outline helpful steps in implementing a program, and suggest resources for developing programs for educators, counselors and others to easily integrate dogs into their respective areas.

.....

1. Is it worth it?

Over the years, numerous research studies have been undertaken to validate the benefits of animal assisted activity and in particular the contribution of therapy dogs. Empirical evidence has shown that therapy dogs can enhance children's psychological development, improve social skills, and increase self-esteem among other benefits. Dogs can also teach responsibility, compassion, and respect for other living things. Dogs in the classroom can be used to calm fears, relieve anxiety, and teach skills. Here is a summary of potential benefits (Data adapted from the Australian Companion Animal Council):

- **Physical** – interaction with a furry friend reduces blood pressure, provides tactile stimulation, assists with pain management, gives motivation to move, walk and stimulates the senses
- **Social** – a visit with a dog provides a positive mutual topic for discussion, promotes greater self-esteem and well-being, and focused interaction with others
- **Cognitive** – companionship with a dog stimulates memory, problem solving and game playing
- **Emotional** – an adorable four-legged visitor improves self-esteem, acceptance from others, and lifts mood often provoking laughter
- **Environmental** – a dog in a facility decreases the feeling of a sterile environment, lifts mood and this continues after visit

Research has demonstrated that therapy dogs properly managed in the school setting can not only make a measurable difference in terms of gaining various skills such as reading enhancement, but also in contributing critically to emotional and relational development. School counselors are finding that the presence of a therapy dog can decrease anxiety and enable students to work through issues such as anger management, bullying tendencies and others psycho/social problems. The introduction of a non-threatening therapy dog can serve as a catalytic vehicle for forming adaptive and satisfactory social interactions. Guided activities and group discussions help teach students how to handle interpersonal conflicts and develop constructive responses.



In short, the benefits of dog therapy programs in schools have been well documented through research and well-satisfied end-users as well. However, in spite of the known benefits, one major study of the use of therapy dogs in California schools back in 2002 showed at that time that less than 20% of those surveyed used dogs in their school. The same study confirmed if concerns or objections could be adequately answered, some 93% of the respondents indicated that they would be supportive of dog therapy programs in their school. In recent years, support has grown for using therapy dogs but still resistance is met by administrators and educators due to either lack of awareness, lack of reliable information and data, or concern for the potential risks and liabilities.

.....

2. What are the objections?

Questions and concerns are inevitable when it comes to introducing a new and perhaps perceived radical program into a school. The following summary results from the California school survey of 2002 mentioned earlier are still typical of many schools that have not proactively adopted a dog therapy program. Potential concerns that overall respondents in the California survey rated in terms of "very important" most frequently were:

- **Legal Implications and Liability (50.5%)**
- **Supervision (43.3%)**
- **Allergic Reactions (40.2%)**
- **Potential harm to students and staff (36.1%)**
- **Animal maintenance (30.9%)**
- **Potential harm to animals (28.9%)**
- **Maintenance costs (26.8%)**
- **Hygiene/Cleanliness/Disease (26.8%)**
- **Phobic fears of staff and students (25.8%)**
- **Animal odor (7.2%)**

The reality is that all of these objections can be adequately met when schools do their homework, prepare teachers and students properly, communicate clearly with parents, and work with qualified and competent therapy dog organizations. By comparison, numerous health centers such as hospitals are using therapy dogs and their requirements may be even more demanding.

Let's look more closely at some of the above concerns.

- **Legal liability.** There are a number of reliable and well experienced organizations such as Pet Partners and Therapy Dogs International who help train, evaluate and sponsor their dog handlers. Dog handlers representing these organizations carry significant insurance coverage of \$1-2 million dollars to cover potential risks or liabilities. Furthermore, consent forms can be provided for children and parents to ensure full awareness and to deter potential liability.
- **Allergic reactions.** Understandably, parents and educators may be concerned about potential allergic reactions to dogs within the school environment. However, qualified dog handlers are required by their organizations to meet cleanliness and grooming requirements minimizing allergic contact. Dogs also are only put in situations where students voluntarily participate thus avoiding risky contact.



- **Animal maintenance.** Reliable therapy dog organizations require regular veterinarian checks for their dogs along with regular evaluations of their handlers to maintain their certification status. Competent dog handlers are trained to watch for potential harm to either a child or their own dog and are primarily responsible to manage the animal when on site.
- **Fear of dogs.** There is no doubt that some children have had very traumatic experiences with a pet and thus have a severe fear of contact with a dog for example. Because the therapy dog program is implemented by permission or voluntarily, and only in areas where unwanted contact with a dog can be avoided, the fear issue can be minimized. Experience and research has also shown that with proper guidance and handling, children can learn to overcome their fear of animals and with it, grow in respect and appreciation of them.

3. What are the goals of a therapy dog program in a school?

While therapy dogs have been used fairly widely in recent years for reading enhancement, a therapy dog program can contribute much more. Here is a summary of the areas where the proper use of therapy dogs in a school setting can contribute significantly and help to achieve important goals in student development:

- Dogs can assist counselors working with students who have anger management issues, bullying behavior and other anti-social conduct.
GOAL: Increase empathy/compassion.
- Dogs can assist counselors with students who are victims of bullying and related behaviors.
GOAL: Decrease retaliatory violence and improve self-esteem.
- Dogs can assist counselors with students who are socially disconnected from the mainstream student body.
GOAL: Help the student stay connected with social networks.
- Dogs can help in the reduction of stress and anxiety among children in social settings that are stressful:
GOAL: Reduce anxiety levels and help children to decompress after traumatic circumstances.
- Dogs can contribute to the improvement of reading and comprehension skills of students having difficulties.
GOAL: Improve reading skills, comprehension and increase confidence and literary interest.
- Integrating trained therapy dogs into the emergency preparedness and response plans of a school system when a critical incident occurs can have major benefits.
GOAL: Lessen the emotional trauma of a critical incident/event for students, teachers and staff.

The above programs have been increasingly used in recent years with documented results. Sadly, many school administrators or educators are not aware of the scope and value of dog therapy and thus have only used dog programs sporadically or piecemeal at schools and learning centers.

4. Next steps in implementing a dog therapy program.

There are many organizations and resources available to assist when considering the introduction of a therapy dog program. For the school administrator who would like to know more or develop a therapy dog program, here are some suggested steps.

- **Do your homework.** There is a great deal of information available to help explain how a dog therapy program can work in a school setting and what is required to implement it. Just by simply Googling “Therapy Dogs in Schools” you can find numerous articles and organizations which offer help. The best way to overcome potential barriers or resistance to a dog therapy program is to understand the facts and review the research that is now available in order to answer questions or objections. While cost is relatively minimal it should always be addressed at the outset of implementing a program. **Here is a short sample of articles that can help provide further information:**
 - <http://www.therapydogs.org/documents/A%20Dog%20Goes%20to%20School.pdf>.
 - <http://www.webmd.com/add-adhd/childhood-adhd/features/integrating-pet-therapy>
 - <http://www.schooltherapydogs.org/>
 - http://www.educationworld.com/a_admin/admin/admin559.shtml
 - http://vet.tufts.edu/pr/resources/benefits_of_reading_assistance_dogs.pdf
- **Talk with a “satisfied customer”.** It is very helpful to talk with those who have been through the process and have seen both the benefits as well as some of the problems that need to be addressed. Recently the City of Milford, Connecticut developed and adopted an integrated program of utilizing therapy dogs not only in their schools but in their health care facilities as well. They are also in the process of adopting a K-9 First Responders program for emergency situations. Other schools across the country are moving towards adopting this program as well.
- **Find a competent consultant.** A good starting point is to visit the websites of several recognized and reliable organizations offering assistance in establishing dog programs. Some of these organizations are national and others regional. Groups like Pet Partners offer free phone consultations to answer questions and help you think through what is involved or required. Therapy dog organizations can provide the guidelines and tool kits to prepare your school, students and parents with the necessary information and forms to facilitate the program. These organizations also can provide the dog teams that come to the school with trained and certified handlers to actually implement the program. Charlotte’s Litter is available to advise and point towards helpful resources as well.

Here is a brief list of dog therapy organizations that may be available to provide assistance and resources for your school program:

- **Therapy Dogs International** (<http://www.tdi-dog.org/>)
 - **Pet Partners** (<http://www.petpartners.org/>)
 - **ITA - Intermountain Therapy Animals (R.E.A.D)** (<http://www.therapyanimals.org/Home.html>)
 - **Love on a Leash** (<http://www.loveonaleash.org/>)
 - **Therapy Dogs Inc.** (<https://www.therapydogs.com/Public/Home.aspx>)
 - **The Good Dog Foundation** (<http://thegooddogfoundation.org/>)
 - **Bright and Beautiful Therapy Dogs** (<http://www.golden-dogs.org/>)
-
- **Establish a site assessment.** In order to have a safe program, it is important for staff to familiarize themselves with basic safety and risk management information about animal-assisted therapy activities. A site assessment checklist as a planning tool would be helpful to determine if a dog therapy program is suitable for your facility. Dog therapy organizations may be able to provide the checklist and assist in the evaluation process.
(http://www.petpartners.org/facilities_info)
 - **Establish policies and procedures.** It is important to clarify how the program will work, who will be responsible, and what are the guidelines for managing it. Again, organizations like Pet Partners can provide sample policies and procedures to help develop your own.
 - **Register your facility.** It is necessary to formally register your school program with the dog therapy organization of choice. There is a modest fee involved but compliance with their standards and requirements is necessary to form the working partnership.
 - **Recruit animal therapy teams.** In most areas there are local groups of volunteers who are certified and regulated by their therapy dog organization. For instance, Pet Partners can assist you in contacting local affiliate and community partners, and likewise other organizations can do so also.
 - **Start small.** It may be advisable to start with a pilot program and then as you develop competency and experience, expand from there. In other words, begin with a limited program at one school and then as success is gained, expand the program to the district level.

5. Taking the first step.

Perhaps the above list of things that needs to be done to implement a dog therapy program in your school may seem a bit overwhelming. The reality is that the process is more streamlined and manageable than at first impression. There are groups like Charlotte's Litter available to consult and connect you with the necessary resources to implement a viable and successful program. There are knowledgeable and qualified people within many of the dog therapy programs who would happily advise and assist. We would encourage you to at least take the first step and explore the possibilities.

.....

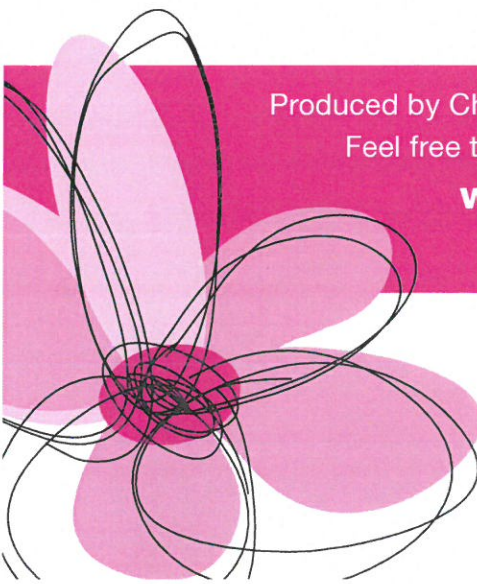
6. Further resources.

As mentioned earlier, there are numerous articles and documents available on the web that can provide helpful information and research on dog therapy programs. Here are a few additional books outlining research that may be of help.

- **Socio-Emotional Effects of a Dog in the Classroom.** Andrea Beetz^{1, 2} ¹University of Erlangen, Erlangen, Germany. ²University of Rostock, Rostock, Germany.
- **Quantifying the Impact of Incorporating Therapy Dogs in an Afterschool Program: A Comparison of Net Change in Reading Fluency.** Jennifer Emmert¹, Sue Gonzales² ¹The San Francisco SPCA, San Francisco, CA, USA. jemmert@sfsPCA.org ²E.R. Taylor Elementary School, San Francisco, CA, USA.
- **Studying for Exams Just Got More Relaxing—Animal-Assisted Activities at the University of Connecticut Library.** Reynolds, Jo Ann; Rabschutz, Laurel. College & Undergraduate Libraries. 2011 Oct; 18(4): 359-367.
- **Adolescent Social Work Journal. 2011 Jun; 28(3): 243-256. Kids, Dogs, and the Occupation of Literacy.** Scott, Keri; Haseman, Jean; Hammett, Rona OT Practice, 2005 Feb 21; 10(3): 16-20.
- **Active Open Learner Models as Animal Companions: Motivating Children to Learn Through Interacting with My-Pet and Our-Pet.** Chen, Zhi-Hong; Chou, Chih-Yueh; Deng, Yi-Chan; Chan, Tak-Wai. International Journal of Artificial Intelligence in Education, 2007; 17(2): 145-167.

6. Further resources continued.

- **THE USE OF DOGS IN CALIFORNIA PUBLIC SCHOOLS: CURRENT USE, SUPPORT FOR, POTENTIAL CONCERNS AND EDUCATOR FAMILIARITY WITH POTENTIAL BENEFITS.** Holly McLean Ryan, Graduate College University of Wisconsin-Stout, June, 2002
- **R.E.A.D. Is a Pawsitive Program for Kids of All Ages.** Originally published in Interactions, Vol. 19, No. 3, 2001.
By Sandi Martin
- **Angels on a Leash: Therapy Dogs and the Lives They Touch.** David Frei , 2011. This is a more popular approach to understanding the benefits of therapy dogs in a variety of settings



Produced by Charlotte's Litter – a program of Newtown Kindness (2014).
Feel free to contact us for more information and suggestions.

www.newtownkindness.org
www.charlotteslitter.org



ORGANIZATION OF THE BOARD OF DIRECTORS

The Riceville Community School District board is authorized by the derives its organization from Iowa law. The board will consist of 5 board members. Board Members are elected by director districts.

The board is organized for the purpose of setting policy and providing general direction for the school district. The board will hold its organizational meeting at the first regular meeting following the canvass of votes. The retiring board will transfer materials, including the board policy manual, and responsibility to the new board.

The organizational meeting allows the outgoing board to approve minutes of its previous meetings, complete unfinished business and review the school election results. The retiring board will adjourn and the new board will then begin. The board secretary will administer the oath of office to the newly-elected board members. The superintendent will preside while the new board elects the president and vice -president of the new board.

Legal Reference: Iowa Code §§ 274.2; 275.23A; 277.23, .28, .31; 279.1, .5, .7, 8, .33 (2011).
281 I.A.C. 12.3 (2).

Cross Reference: 202 Board of Directors members
206.1 President
206.2 Vice- President
210 Board of Directors' Meeting

Approved: May 14, 1992

Reviewed: March 17, 2008

Revised: January 20, 2014

ORGANIZATIONAL MEETING PROCEDURES

The board will hold its organizational meeting annually at the first regular meeting following the canvass of votes. Notice of the meeting's place and time will be given by the board secretary to each member, member-elect and the public.

The purpose of the meeting is to transfer material and responsibility from the outgoing board to the new board. At the meeting, the board will elect a president who will hold office for one year. Once elected, the president will be entitled to vote on all matters before the board.

Meeting Procedure

The organizational meeting of the board will be held in two parts: the final meeting of the outgoing board and the organizational meeting of the new board.

1. Final Meeting of the Retiring Board

- (1) Call to order.
- (2) Roll call.
- (3) Approval of minutes of previous meeting(s).
- (4) Communications.
- (5) Visitors.
- (6) Unfinished business.
 - (a) Current claims and accounts (for the retiring board to authorize).
 - (b) Other items. If any member of the board feels the board should consider any unfinished business, even if only to identify it as unfinished business, the member should address the issue at this time.
- (7) Examine and settle the books for the previous year.
- (8) Review of election results. The board secretary will present the county auditor's official report on the latest elections. Official results are recorded in the minutes.
- (9) Adjournment of the retiring board.

2. Organizational Meeting of the New Board

- (1) Superintendent, as president pro-tem, will preside over the meeting until a new board president is elected.
- (2) Call to order.
- (3) Roll call.
- (4) Oath of office. The board secretary will administer the oath to new members.
- (5) Election of a president of the board. The president pro-tem calls for nominations; nominations need not be seconded. The board will then vote on the nominations. The secretary will announce the result of the vote, and the board secretary will administer the oath of office to the newly elected president and the newly elected president will assume the chair.

board secretary will administer the oath of office to the newly elected president and the newly elected president will assume the chair.

- (6) Election of the vice-president. the president of the board will call for nominations; the nominations need not be seconded. The board will then vote on the nominations. The president will announce the results and administer the oath of office to the vice-president.

Other items of business at the organizational meeting may include:

- (7) Board resolution of appreciation recognizing the public service rendered by retiring board members.
- (8) Determination of dates, times, and places for regular meetings of the board.
- (9) Board resolution to define the operating rules and practices that will be followed by the new board.
- (10) Board resolution to authorize the interim payment of bills pursuant to policy 705.3.
- (11) Communications.
- (12) Visitors.
- (13) Superintendent's report
- (14) Adjournment.

Legal Reference: Iowa Code §§ 274.2; 275.23A; 277.23, .28, .31; 279.1, .5, .7, .8 (2011)
281 I.A.C. 12.3(2)

Cross Reference: 202 Board of Directors Members
206.1 President
206.2 Vice-president
210 Board of Directors' Meetings

Approved: February 18, 2013

Reviewed: _____

Revised: January 20, 2014

POWERS OF THE BOARD OF DIRECTORS

The board, acting on behalf of the school district, will have jurisdiction over school matters within the territory of the school district.

The board is empowered to make policy for its own governance, for employees, for students and for school district facilities. the board is also empowered to enforce policies. The board may, through its quasi-judicial power, conduct hearings and rule on issues and disputes confronting the school district.

The board has these powers and all other powers expressly granted to it in federal and state law as well as the powers that can be reasonably implied from the express powers.

Legal Reference: Board of Directors of Ind. School Dist. of Waterloo v. Green, 259 Iowa 1260, 147 N.W.2d 854 (1967)
Iowa Code §§ 28E; 274.1-.2; 279.8 (2011).
281 I.A.C. 12.1 (2).
1990 Op. Att'y Gen. 66.

Cross Reference: 209 Board of Directors' Management Procedures

Approved: May 14, 1992 Reviewed: March 17, 2008 Revised: January 20, 2014

RESPONSIBILITIES OF THE BOARD OF DIRECTORS

The board is authorized to govern the school district which it oversees. As the governing board of the school district, the board has three duties to perform: legislative duty, executive duty and evaluative duty.

As a representative of the citizens of the school district community, the board is responsible for legislating policy for the school district. As a policy making body, the board has jurisdiction to enact policy with the force and effect of law for the management and operation of the school district.

It is the responsibility of the board, under the board's executive duty, to select its chief executive officer, the superintendent, to operate the school district on the board's behalf. the board delegates to the superintendent its authority to carry out board policy, to formulate and carry out rules and regulations and to handle the administrative details in a manner which supports and is consistent with board policy.

The board has a responsibility to review education program's performance under its evaluative duty. The board regularly reviews the education program and ancillary services. The review includes a careful study and examination of the facts, conditions, and circumstances surrounding the amount of funds received or expended and the education program's ability to achieve the board's educational philosophy and goals for the school district.

Legal Reference: Iowa Code §§ 274.1; 279.1, .8, .20; 280.12 (2011).
281 I.A.C. 12.3 (2).

Cross Reference: 101 Educational Philosophy of the School District
103 Long-Range Needs Assessment
209 Board of Directors' Management Procedures
600 Goals and Objectives of the Education Program

Approved: February 18, 2013

Reviewed: _____

Revised: January 20, 2014

BOARD OF DIRECTORS' ELECTION

The school election takes place on the second Tuesday in September of odd-numbered years. Each school election is used to elect citizens to the board to maintain a 5 member board and to address questions that are submitted to the voters.

Citizens of the school district community seeking a seat on the board must file their nomination papers with the board secretary, or the board secretary's designee, between sixty-four and forty days before the school election unless otherwise directed.

If a vacancy occurs on the board it may be filled by appointment within 30 days of vacancy. If the board does not fill the vacancy by appointment, the board secretary will call a special election to fill the vacancy. Candidates for a seat created by a vacancy must file their nomination papers 25 days before the special election.

It is the responsibility of the county commissioner to conduct school elections.

Legal Reference: Iowa Code §§ 39; 47, 63, 69; 274.7; 277; 278.1, 279.7 (2011).

Cross Reference: 202 Board of Director Members
203 Board of Directors' conflict of Interest

Approved: January 16, 1995 Reviewed: October 8, 1997 Revised: January 20, 2014

QUALIFICATIONS

Serving on the board of directors is an honor and privilege. Its rewards are respect from the community, students, and employees and the satisfaction from knowing each board member contributed to the success of the children in the school district community. Only those who are willing to forth the effort to care and to make a difference should consider running for a position on the board.

Individuals who are willing to serve on the board should believe the public education is important, support the democratic process, willingly devote time and energy to board work, respect educators and have the ability to examine the facts and make a decision. The board believes an individual considering a position on the school board should possess these characteristics.

Citizens wanting to run for a position on the board must be a citizen of the school district, an eligible elector of the district and free from a financial conflict interest with the position.

Legal Reference: Iowa Code §§ 63; 68B; 277.4, .27; 279.7A (2011).

Cross Reference: 201 Board of Directors' Election
202.4 Vacancies
203 Board of Directors' conflict of Interest

Approved: February 18, 2013 Reviewed: _____ Revised: January 20, 2014

OATH OF OFFICE

Board members are officials of the state. As a public official, each board member must pledge to uphold the Iowa and the United States Constitution and carry out the responsibilities of the office to the best of the board members' ability.

Each newly-elected board member will take oath of office prior to any action taken as a school official. The oath of office is taken by each new board member elected at the school election at or before the organizational meeting of the board. In the event of an appointment or special election to fill a vacancy, the new board member will take the oath of office within ten days of the appointment or election.

Board members elected to officers of the board will also take the same oath of office but replacing the office of the board member with the title of the office to which they were elected.

The oath of office is administered by the board secretary and does not need to be given at a board meeting. In the event the board secretary is absent, the oath is administered by another board member.

" Do you solemnly swear that you will support the Constitution of the United States and the Constitution of the state of Iowa, and that you will faithfully and impartially to the best of your ability discharge the duties of the office of _____ (naming the office) in Riceville Community School District as now and hereafter required by law?"

Legal Reference: Iowa Code §§ 277.28; 279.1, .6 (2011).

Cross Reference: 200.1 Organization of the Board of Directors
201 Board of Directors' Election
202 Board of Director Members
204 Code of Ethics
206 Board of Directors' Officers

Approved: February 18, 2013

Reviewed: _____ Revised: January 20, 2014

TERM OF OFFICE

Board members elected for a full term at a regularly scheduled school election in September, of odd-numbered years, serve for four years. Board members appointed to fill a vacant position will serve until the next scheduled election. A board member elected to fill a vacancy will serve out the unexpired term.

Being a board member is a unique opportunity for a citizen to participate on a governing board of the school district. Eligible board members are encouraged to consider running for more than one term.

Legal Reference: Iowa Code §§ 69.12; 274.7; 279.6-.7 (2011).

Cross Reference: 201 Board of Directors' Election
202 Board of Director Members

Approved: May 14, 1992 Reviewed: March 17, 2008 Revised: January 20, 2014

VACANCIES

A vacancy occurs when a board member resigns, forfeits or otherwise leaves the office. A vacancy also includes, but is not limited to, the following:

- failure to be properly elected;
- failure to qualify within the time fixed by law;
- failure to reside in the school district or director district; or,
- a court order

If a vacancy occurs prior to the expiration of a term of office, the vacancy will be filled by board appointment within 30 days of the vacancy. The newly-appointed board member will hold the position until the next scheduled school election.

If the board is unable to fill a vacancy by appointment with 30 days after the vacancy occurs, the board secretary will call a special election to be held no sooner than 60 days and not later than 70 days after the vacancy occurred. A board member elected at the special election will serve the remaining portion of the unexpired term.

Legal Reference: Good v. Crouch, 397 CN.W.2d 757 (Iowa 1986).
Board of Directors of Grimes Independent School Dist. v. County Board of Public Instruction of Polk Co., 257 Iowa 106, 131 N.W.2d 802 (1965).
Board of Directors of Menlo Consol. School Dist. v. Blakesburg, 240 Iowa 910, 36 N.W.2d 751 (1949).
Iowa Code §§ 21.6(3)(d); 69; 277.29-.30; 279.6-.7 (2011).
1944 Op. Att'y Gen. 39.

Cross Reference: 201 Board of Directors' Election
202 Board of Director Members

Approved: May 14, 1992 Reviewed: March 17, 2008 Revised: January 20, 2014

BOARD OF DIRECTORS CONFLICT OF INTEREST

Board Members must be able to make decisions objectively. It is a conflict of interest for a board member to receive direct compensation from the school district, unless exempted in this policy, for anything other than reimbursement of actual and necessary expenses, including travel, incurred in the performance of official duties. A board member will not act as an agent for a school textbook or school supply company doing business with the school district during the school board members' term of office. It will not be a conflict of interest for board members to receive compensation from the school district for contracts to purchase goods or services if the benefit to the board member does not exceed \$2,500 in a fiscal year or if the contracts are made by the board, upon competitive bid in writing, publicly invited and opened.

The conflict of interest provisions do not apply to a contract that is a bond, note or other obligation of a school corporation if the contract is not acquired directly from the school corporation, but is acquired in a transaction with a third party, who may or may not be the original underwriter, purchaser, or obligee of the contract, or to a contract in which a director has an interest solely by reason of employment if the contract was made by competitive bid, in writing, publicly invited and opened, or if the remuneration for employment will not be directly affected as a result of the contract and duties of employment do not involve any of the preparation or procurement of any part of the contract. The competitive bid section of the conflict of interest provision does not apply to a contract for professional services not customarily bid.

It will also be a conflict of interest for a board member to engage in any outside employment or activity which is in conflict with the board member's official duties and responsibilities. In determining whether outside employment or activity of a board member creates a conflict of interest, situations in which an unacceptable conflict of interest is deemed to exist includes, but are not limited to, any of the following:

- (1) The outside employment or activity involves the use of the school district's time, facilities, equipment and supplies or the use of the school district badge, uniform, business card or other evidence of office to give the board member or member of the board member's immediate family an advantage or pecuniary benefit that is not available to other similarly situated members or classes of members of the general public. For purposes of this section, a person is not "similarly situated" merely by being related to a board member.
- (2) The outside employment or activity involves the receipt of, promise of, or acceptance of money- or other consideration by the board member or a member of the board member's immediate family from anyone other than the state or the school district for the performance of any act that the board member would be required or expected to perform as part of the board member's regular duties or during the hours in which the board member performs service or work for the district.
- (3) The outside employment or activity is subject to the official control, inspection, review, audit or enforcement authority of the board member, during the performance of the board members' duties of office or employment.

If the outside employment or activity is employment activity in (1) or (2) above, the board member must cease the employment of or activity. If the activity or employment falls under (3), then the board member must:

Cease the outside employment or activity; or,
Publicly disclose the existence of the conflict and refrain from taking official action or performing any official duty that would detrimentally affect or create a benefit for the outside employment or activity. Official action or official duty includes, but is not limited to, participating in any vote, taking affirmative action to influence any vote, or providing any other official service or thing that is not available generally to members of the public in order to further the interests of the outside employment or activity.

When procurement is supported by Federal Child Nutrition funds, board members will not participate in the selection, award, or administration of a contract if there is a real or apparent conflict of interest in the contract. Contract, for purposes of this paragraph, includes a contract where the board member, board member's immediate family, partner, or a non-school district employer of these individuals is a party of the contract.

It is the responsibility of each board member to be aware of and take the action necessary to eliminate a potential conflict of interest should it arise.

Legal Reference: Iowa Code §§ 39.1,.2; 68B,71.1; 277.27; 279.7A; 301.28 (2011).
1980 Op. Att'y Gen. 37.
1988 Op. Att'y Gen 21.
1986 Op. Att'y Gen 10.
1984 Op. Att'y Gen 23.
1982 Op. Att'y Gen 302.
1978 Op. Att'y Gen 295.
1976 Op. Att'y Gen 89.
1974 Op. Att'y Gen 137.
1936 Op. Att'y Gen 237.

Cross Reference: 201 Board of Directors' Elections
202.1 Qualifications
204 Code of Ethics
216.3 Board of Directors' Member Compensation and Expenses
217 Gifts to board of Directors
401.3 Nepotism

Approved: May 14, 1992

Reviewed: July 9, 2003

Revised: January 20, 2014

CODE OF ETHICS

Board member's actions, verbal and nonverbal, reflect the attitude and the beliefs of the school district. therefore, board members must conduct themselves professionally and in a manner fitting to their position.

Each board member shall follow the code of ethics stated in the policy.

AS A SCHHOL BOARD MEMBER:

1. I will listen.
2. I will respect the opinion of others.
3. I will recognize the integrity of my predecessors and associates and the merit of their work.
4. I will be motivated only by an earnest desire to serve my school district and the children of my district school district community in the best way possible.
5. I will not use the school district or any part of the school district program for my own personal advantage or for the advantage of my friends or supporters.
6. I will vote for a closed session of the board if the situation requires it, but I will consider "star chamber" or "secret" sessions of board member unethical.
7. I will recognize that to promise in advance of a meeting on how I will vote on any proposition which is to be considered is to close my mind and agree not to think through other facts and points of view which may be presented in the meeting.
8. I will expect, in board meetings, to spend more time on education programs and procedures than on business details.
9. I will recognize that authority rests with the board in legal session and not with individual members of the board, except as authorized by law.
10. I will make no disparaging remarks, in or out of the board meeting, of other members of the board, or their opinions.
11. I will express my honest and most thoughtful opinions frankly in board meetings in an effort to have decisions made for the best interest of the children and the education program.
12. I will insist that the members of the board participate fully in board action and recommend that when special committees are appointed, they serve only in an investigative and advisory capacity.
13. I will abide by ,majority decisions of the board.
14. I will carefully consider petitions, resolutions and complaints and will act in the best interests of the school district.
15. I will not discuss the confidential business of the board in my home, on the street or in my office; the place for such discussion is the board meeting.
16. I will endeavor to keep informed on local, state and national educational developments of significance so I may become a better board member.

IN MEETING MY RESPONSIBILITY TO MY SCHOOL DISTRICT COMMUNITY

1. I will consider myself a trustee of public education and will do my best to protect it, conserve it, and advance it, giving to the children of my school district community the educational facilities that are as complete and adequate as it is possible to provide.
2. I will consider it an important responsibility of the board to interpret the aims, methods and attitudes of the school district to the community.
3. I will earnestly try to interpret the needs and the attitudes of the school district community and do my best to translate them into the education program of the school district.
4. I will attempt to procure adequate financial support for the school district.
5. I will represent the entire school district rather than individual electors, patrons or groups.
6. I will not regard the school district facilities as my own property but as the property of the people.

IN MY RELATIONSHIP WITH SUPERINTENDENT AND EMPLOYEES

1. I will function, in meeting the legal responsibility that is mine, as a part of a legislative, evaluative, policy-forming body, not as a administrative officer.
2. I will recognize that it is my responsibility, together with that of my fellow board members, to see the school district is properly run and not to run them myself.. 3. I will expect the school district to be administered by the best-trained technical and professional people it is possible to procure within the financial resources of the school district.
4. I will recognize the superintendent as executive officer of the board.
5. I will work through the administrative employees of the board, not over or around them.
6. I will expect the superintendent to keep the board adequately informed through oral and written reports.
7. I will vote to employ employees only after the recommendation of the superintendent has been received.
8. I will insist that contracts be equally binding on teachers and the board.
9. I will give the superintendent power commensurate with the superintendent's responsibility and will not in any way interfere with, or seek to undermine, the superintendent's authority.
10. I will give the superintendent friendly counsel and advice.
11. I will present any personal criticism of employees to the superintendent.
12. I will refer complaints to the proper administrative officer.

TO COOPERATE WITH OTHER SCHOOL BOARD MEMBERS

1. I will not employ a superintendent, principle, or teacher who is already under contract with another school district without first securing assurance from the proper authority that the person can be released from contract.
2. I will consider it unethical to pursue any procedure calculated to embarrass a neighboring board or its representatives.
3. I will not recommend an employee for a position in another school district unless I would employ the employee under similar circumstances.
4. I will answer inquiries about the standing and ability of an employee to the best of my knowledge and judgment, with complete frankness.
5. I will associate myself with board members of other school districts for the purpose of discussing issues and cooperating in the improvement of the educational program.

Legal Reference: Iowa Code §§ 21.6(3)(d); 68B; 277.28; 279.7A, 279.8, 301.28 (2011).

Cross Reference: 202 Board of Directors Members
203 Board of Directors' Conflict of Interest

Approved: May 14, 1992

Reviewed: March 17, 2008

Revised: January 20, 2014

ANTI-BULLYING/HARASSMENT POLICY

Harassment and bullying of students and employees are against federal, state and local policy, and are not tolerated by the board. The board is committed to providing all students with a safe and civil school environment in which all members of the school community are treated with dignity and respect. To that end, the board has in place policies, procedures, and practices that are designed to reduce or eliminate bullying and harassment as well as processes and procedures to deal with incidents of bullying and harassment. Bullying and harassment of student by other students, by school employees, and by volunteers who have direct contact with students will not be tolerated in the school or school district.

The board prohibits harassment, bullying, hazing, or any other victimization; of students, based on any of the following actual or perceived traits or characteristics, including but not limited to, age, color, creed, national origin, race, religion, marital status, sex, sexual orientation, gender identity, physical attributes, physical or mental ability or disability, ancestry, political party preference, political belief, socioeconomic status, or familial status. Harassment against employees based upon the employee's race, color, creed, sex, sexual orientation gender identity, national origin, religion, age or disability is also prohibited.

This policy is in effect while students or employees are on property within the jurisdiction of the board; while on school-owned or school-operated vehicles; while attending or engaged in school-sponsored activities; and while away from school grounds if the misconduct directly affects the good order, efficient management and welfare of the school or school district.

If, after an investigation, a student is found to be in violation of this policy, the student shall be disciplined by appropriate measures which may include suspension or expulsion. If after an investigation a school employee is found to be in violation of this policy, the employee shall be disciplined by appropriate measures which may include, termination. If after an investigation a school volunteer found to be in violation of this policy, the volunteer shall be subject to appropriate measures which may include, exclusion from school grounds. "Volunteer" means an individual who has regular, significant contact with students.

When looking at the totality of the circumstances, harassment and bullying mean any electronic, written, verbal, or physical act or conduct toward a student which is based on any actual or perceived trait or characteristic of the student and what creates an objectively hostile school environment that meets one or more of the following conditions:

- Places the student in reasonable fear of harm to the student's person or property
- Has a substantially detrimental effect on the student's physical or mental health;
- Has the effect of substantially interfering with the student's academic performance; or
- Has the effect of substantially interfering with the student's ability to participate in or benefit from the services, activities, or privileges provided by a school.

ANTI-BULLYING/HARASSMENT POLICY

"Electronic" means any communication involving the transmission of information by wire, radio, optical cable, electromagnetic, or other similar means. "Electronic" includes but is not limited to communication via electronic mail, internet-based communications, pager service, cell phones, electronic text messaging or similar technologies.

Harassment and bullying may include, but are not limited to, the following behaviors and circumstances:

- Repeated remarks of a demeaning nature;
- Implied or explicit threats concerning one's grades, achievements, property, etc.;
- Demeaning jokes, stories, or activities directed at the student; and/or,
- Unreasonable interference with a student's performance.

Sexual harassment of a student by an employee means unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature when:

- Submission to the conduct is made either implicitly or explicitly a term or condition of the student's education or benefits;
- Submission to or rejection of the conduct is used as the basis for academic decisions affecting that student; or,
- The conduct has the purpose or effect of substantially interfering with the student's academic performance by creating an intimidating, hostile, or offensive education environment.

In situations between students and school officials, faculty, staff, or volunteers who have direct contact with students, bullying and harassment may also include the following behaviors:

- Requiring that a student submit to bullying or harassment by another student, either explicitly or implicitly, as a term or condition of the targeted student's education or participation in school programs or activities; and/or,
- Requiring submission to or rejection of such conduct as a basis for decisions affecting the student.

Any person who promptly, reasonably, and in good faith reports an incident of bullying or harassment under this policy to a school official, shall be immune from civil or criminal liability relating to such report and to the person's participation in any administrative, judicial, or other proceeding relating to the report. Individuals who knowingly file a false complaint may be subject to appropriate disciplinary action.

Retaliation against any person, because the person has filed a bullying or harassment complaint or assisted or participated in a harassment investigation or proceeding, is also prohibited. Individuals who knowingly file false harassment complaints and any person who gives false statements in an investigation shall be subject to discipline by appropriate measures, as shall any person who is found to have retaliated against another in violation of this policy. Any student found to have retaliated in violation of this policy shall be subject to measures up to, and including, suspension and expulsion. Any school employee found to have retaliated in violation of this policy shall be subject to measures up to, and including, termination of employment. Any school volunteer found to have retaliated in violation of this policy shall be subject to measures up to, and including, exclusion from school grounds.

ANTI-BULLYING / HARASSMENT POLICY

The school or school district will promptly and reasonably investigate allegations of bullying or harassment. The Level 1 Investigator or designee will be responsible for handling all complaints by students alleging bullying or harassment. The Level 1 Investigator or designee will be responsible for handling all complaints by employees alleging harassment.

It also is the responsibility of the superintendent, in conjunction with the investigator and principals, to develop procedures regarding this policy.

The board will annually publish this policy. The policy may be publicized by the following means:

- Inclusion in the student handbook
- Inclusion in the employee handbook
- Inclusion in the registration materials
- Inclusion on the school or school district's web site
- (other) _____

and a copy shall be made to any person at the central administrative office at 912 Woodland Ave.

Legal Reference: 20 U.S.C. §§ 1221-1234i (2010)
29 U.S.C. § 794 (2010)
42 U.S.C. §§ 2000d-2000d-7 (2010)
42 U.S.C. §§ 12101 *et. seq.* (2006)
Iowa Code §§ 216.9; 280.28; 280.3 (2011).
281 I.A.C. 12.3(6).
Morse v. Frederick, 127 S. Ct. 2618 (2007)

Cross Reference: 502 Student Rights and Responsibilities
503 Student Discipline
506 Student Records

Approved: August 20, 2007

Reviewed: December 16, 2013

Revised: February 18, 2013

ANTI-BULLYING/HARASSMENT INVESTIGATION PROCEDURES

Individuals who feel that they have been harassed should:

- Communicate to the harasser that the individual expects the behavior to stop, if the individual is comfortable doing so. If the individual wants assistance communicating with the harasser, the individual should ask a teacher, counselor or principle to help.
- If the harassment does not stop, or the individual does not feel comfortable confronting the harasser, the individual should:
 - tell a teacher, counselor or principal; and
 - write down exactly what happened, keep a copy and give another copy to the teacher, counselor or principle including;
 - what, when and where it happened;
 - who was involved;
 - exactly what was said or what the harasser did;
 - witnesses to the harassment;
 - what the student said or did, either at the time or later;
 - how the student felt; and
 - how the harasser responded.

COMPLAINT PROCEDURE

An individual who believes that the individual has been harassed or bullied will notify Cory Schumann, the designated investigator. The alternate investigator is Melissa Hocken. the investigator may request that the individual complete the Harassment/ Bullying Complaint form and turn over evidence of the harassment, including, but not limited to, letters, tapes, or pictures. The complaint shall be given a copy of the completed complaint form. Information received during the investigation is kept confidential to the extent possible.

The investigator, with the approval of the principle has the authority to initiate an investigation in the absence of a written complaint.

INVESTIGATION PROCEDURE

The investigator will reasonably and promptly commence the investigation upon receipt of the complaint. The investigator will interview the complainant and the alleged harasser. The alleged harasser may file a written statement in response to the complaint. the investigator may also interview as deemed appropriate.

Upon completion of the investigation, the investigator will make a written findings and conclusions as to each allegation of harassment and report the findings and conclusions to the principal. The investigator will provide a copy of the findings of the investigation to the principal.

ANTI-BULLYING/HARASSMENT INVESTIGATION PROCEDURES

RESOLUTION OF THE COMPLAINT

Following receipt of the investigator's report, the principal may investigate further, if deemed necessary, and make a determination of any appropriate additional steps which may include discipline.

Prior to the determination of the appropriate remedial action, the principal may, at the principal's discretion, interview the complainant and the alleged harasser. The principal will file a written report closing the case and documenting any disciplinary action taken or any other action taken in response to the complaint. The complainant, the alleged harasser and the investigator will receive notice as to the conclusion of the investigation. The principal will maintain a log of information necessary to comply with Iowa Department of Education reporting procedures.

POINTS TO REMEMBER IN THE INVESTIGATION

Evidence uncovered in the investigation is confidential.

Complaints must be taken seriously and investigated.

No retaliation will be taken against individuals involved in the investigation process.

Retaliators will be disciplined up to and including suspension and expulsion.

CONFLICTS

If the investigator is a witness to the incident, the alternate investigator shall investigate.

Approved: August 20, 2007

Reviewed: December 16, 2013

Revised: February 18, 2013

ANTI-BULLYING/HARASSMENT COMPLAINT FORM

Name of complainant: _____

Position of Complainant: _____

Name of student or employee target: _____

Date of Complaint: _____

Name of alleged harasser or bully: _____

Date and place of incident or incidents: _____

Nature of Discrimination or Harassment Alleged (Check all that apply)

Age	Physical Attribute	Sex
Disability	Physical. Mental Ability	Sexual Orientation
Familial Status	Political belief	Socio-economic Background
Gender Identity	Political Party Preference	Other-Please Specify
Marital Status	Race/ Color	
National Origin/Ethnic Background/ Ancestry	Religion/ Creed	

Description of Misconduct: _____

Name of witness (if any): _____

Evidence of harassment or bullying i.e., letters, phones, etc (attach evidence if possible)

Any other information: _____

I agree that all the information on this form is accurate and true to the best of my knowledge.

Signature: _____

Date: _____

ANTI-BULLYING/HARASSMENT WITNESS DISCLOSURE FORM

Name of witness: _____

Position of Witness: _____

Date of testimony, interview: _____

Description of incident witnessed:: _____

Any other information: _____

I agree that all the information on this form is accurate and true to the best of my knowledge.

Signature: _____

Date: _____

Approved: August 20, 2007

Reviewed: December 16, 2013

Revised: February 18, 2013

DISPOSITION OF ANTI-BULLYING/HARASSMENT COMPLAINT FORM

Name of complainant: _____

Name of student or employee targett: _____

Grade and building of student or employee: _____

Name and position or grade of alleged perpetrator/ respondent: _____

Date of initial complaint: _____

Nature of Discrimination or Harassment Alleged (Check all that apply)

Age	Physical Attribute	Sex
Disability	Physical. Mental Ability	Sexual Orientation
Familial Status	Political belief	Socio-economic Background
Gender Identity	Political Party Preference	Other-Please Specify
Marital Status	Race/ Color	
National Origin/Ethnic Background/ Ancestry	Religion/ Creed	

Summary of Investigation: _____

I agree that all the information on this form is accurate and true to the best of my knowledge.

Signature: _____

Date: _____

2017-2018 School Year Iowa Open Enrollment Application

Iowa Law requires an application for each child in a family requesting open enrollment to be sent to both to the resident and receiving districts on/or before deadline in order to be considered for approval.

**Deadline: Grades 1-12, March 1, 2017
Kindergarten, September 1, 2017**

1. Name of Student Drew Fox 2. Date of Birth: 11-8-02
3. Grade for 2017-2018 9th 4. Circle Gender: Female ☐ Male ☒
5. Parent/Guardian Bryce & Carol Fox
6. Telephone H- 832-2030 ^{Bryce} Cell- 507-273-6844 ^{Carol} Cell- 507-251-4838
Note: It is helpful to have more than one number. H=home W=work C=cell
7. Resident Address 830 Poplar St. Osage Iowa 50461 Mitchell
Street/Box City Zip County
8. Email Address befox@osage.net
9. Resident District Osage Attendance Center _____
10. District Requested Riceville Attendance Center* _____
*Request does not guarantee placement
11. Is this application a request to continue education in the former district of residence following a move to a new district? Circle one: Yes or No
12. Please indicate if the applicant has a sibling currently under open enrollment.
Sibling Name: _____ District/School open enrolled: _____
13. The student will be enrolled in the following (check all that apply):
Regular Education ☒ Special Education _____
Home School (CPI) _____ Home School Assistance Program _____
Dual Enrollment - Academic _____ Dual Enrollment-Activity Program _____
14. Is your child currently eligible for receiving special education services? Circle one: Yes or ☒ No
15. Is your child currently being evaluated for special education services? Circle one: Yes or ☒ No
16. Is your child currently receiving English Language Learning services? Circle one: Yes or ☒ No
17. Is the student currently under suspension or expulsion from school? Circle one: Yes or ☒ No
If yes, when will the suspension / expulsion be complete? _____
18. This section should be completed IF the application is being filed after March 1 for grades 1-12.
Date of Change _____
- a) Change in district of residence due to: family move, change in Marital status, foster care, adoption, or treatment program _____
b) Participation in foreign exchange program _____
c) Failure of negotiations for reorganization or whole grade sharing _____
d) Loss of accreditation or revocation of a private or charter school _____

1 * Unable to continue at Osage
do to health reasons.

PICC (PLACEMENT IN COLLEGE CREDIT)

TEXTBOOK AGREEMENT

Northeast Iowa Community College and the School District below agree that for PICC textbooks; the High School has chosen the following option for textbook purchase for the PICC classes.

☒ **Option 1:** The district will purchase the NICC textbooks from the NICC bookstore for a flat rate of \$138 per book, per course. NICC will deliver the books to the high school if the high school so indicates they would require this. (This option is only available between NICC and a school district. Individual students are not eligible for a flat \$138 fee per book on an individual basis.) The textbook(s) becomes the property of the district and the district may choose to:

- require students return books to high school and keep / potentially use for future courses;
- allow the student to keep the book.

_____ **Option 2:** The high school will purchase or rent the textbooks from the:

- NICC bookstore; (Not all books may be available or eligible for rental. Timely return of the book by the return date is required in order to avoid paying full retail cost of text. A credit card is required for this option.)
- Directly from the publisher;
- A third party of their choice.

They must purchase the same textbook and edition that is being required by the NICC faculty, available at: www.nicc.edu/bookstore/

_____ **Option 3:** The student will purchase or rent the textbooks on their own from the NICC bookstore or from a third party of their choice. They must purchase or rent the same textbook and edition that is being required by the NICC faculty, available at: www.nicc.edu/bookstore/

Please be advised: If a student drops a class before or within the first five days of the class, the (school or student) may return the book to the NICC bookstore (if purchased from the bookstore by the school or student) for a refund. The book **must** be returned within the first five days to be eligible for a refund. Textbooks will become the property of the school or the student depending on the option chosen after the first five days of class.

Approved by the high school on this _____ day of _____, 2017.

Riceville
Orange Community SCHOOL DISTRICT

Barb Schramm
Superintendent Signature

Budget Item	Function	Allowable Object Code(s)	Description	FY 2017 At-Risk Actual Expenditures (Project 1116)	FY 2017 DOP Actual Expenditures (Project 1119)	FY 2018 MSA (DOP) Program Budget (Includes General)	FY 2018 At-Risk Estimated Expenditures (Project 1116)	FY 2018 MSA (DOP) Estimated Expenditures (Project 1119)	FY 2018 Estimated Total Expenditures	FY 2018 Total Program from Budget
				Expenditures (allowable + unallowable)	Expenditures (allowable + unallowable)		Total Available: Project 1116	Total Available: Project 1119		
				\$8,357	\$12,342		\$8,637	\$28,003		
							Current FY Allocation: \$8,637 + Previous FY Carry-forward: \$0	Line16 Previous Year MSA: \$19,466 + 25% Required Match: \$6,489 + Previous FY Carry-forward: \$2,048		
1	1xxx, 212x, 219x, 2212, 2215, 2216, 2219	121-129	Certified Staff Salaries	0	8532	24752	0	23360	23,360	24752
2	211x, 213x, 214x, 219x, 229x	130-139	Other Professional Salaries	0	0	0	7205	0	7,205	0
3	1xxx	100-109	Para Professional Salaries	0	0	0	0	0	0	0
4	241x, 249x	111-119	Administrative Salaries (off-site program/school only)	6971	0	0	0	0	0	0
5	241x, 249x	150-159	Office/Clerical Salaries (off-site program/school only)	0	0	0	0	0	0	0
6	27xx	170-179	Salaries Paid to Operative Employees	0	0	0	0	0	0	0
7	1xxx, 211x, 212x, 213x, 214x, 219x, 2212, 2215, 2216, 2219, 229x, 241x, 249x, 27xx	210-249, 270-279, 290-299	Employee Benefits	1386	3810	10904	1432	4642	6,074	10904
Total Budgeted for Staff (budget items 1-7)				\$8,357	\$12,342	\$35,656	\$8,637	\$28,002	\$36,639	\$35,656
8	1xxx, 211x, 212x, 213x, 214x, 219x, 2212, 2215, 2216, 2219, 229x	310-329	Purchased Administrative and Educational Services	0	0	0	0	0	0	0
9	2213, 2574	330-339, 59x	Professional Development	0	0	0	0	0	0	0
10	212x, 213x, 219x	347, 349	Other Purchased Professional Services	0	0	0	0	0	0	0
11	1xxx, 211x, 212x, 213x, 219x, 2213, 2219, 2574, 27xx	511-519, 561-569, 580-599, 951	Tuition, Travel, Shared Contracts	0	0	0	0	0	0	0
12	1xxx, 211x, 212x, 219x, 2213, 2219, 222x, 229x, 2232, 2239, 241x, 249x, 2574, 27xx	611-619, 626-627, 641-669	Books, Periodicals, Supplies	0	0	0	0	0	0	0
13	1xxx	734-739	Property (Equipment)	0	0	0	0	0	0	0
14	1xxx, 2112, 2119, 2122, 2129	810-819	Dues, Fees	0	0	0	0	0	0	0
15	1xxx, 2112, 2119, 2122, 2129	891-899	Miscellaneous Expenses	0	0	0			0	0
Total (allowable budget items 1 - 15)				\$8,357	\$12,342	\$35,656	\$8,637	\$28,002	\$36,639	\$35,656
Estimated Carryforward							\$0	\$1		
Unallowable Expenditures				\$0	\$0					

MODIFIED SUPPLEMENTAL AMOUNT

#	Description	Amount
1	Total budget figure from Budget Proposal section, above	\$35,656
2	Requested amount for programming targeting non-identified students (Sum General Population Service Budgets)	\$0
3	Estimated amount from TSS and TLC/TLS included in the budget proposal	0
4	Estimated amount from the district's flexibility account (Iowa Code 298A.2 General Fund-flexibility account) used to support AR\DoP program.	0
5	Estimated donations and grants to fund this program.	0
6	Estimated at risk formula-generated funds for next fiscal year.	\$8,637

7	Estimated carryforward from project 1116 for the current fiscal year, from above	\$0	
8	Estimated carryforward from project 1119 for the current fiscal year, from above	\$1	
9	Total budget less than other sources ((line 1)-(lines 3 to 8))	\$27,018	
10	Minimum (25%) that must come from the regular district program cost (25 percent of line 9)	\$6,755	
11	Budget Balance (subtract line 10 from line 9)		\$20,263
12	District cost per pupil	\$6,664	
13	Certified enrollment (October 1, current school year) Certified enrollment was found and certified on 10/14/2017 10:32:29 PM.	328.30	
14	Maximum modified supplemental amount possible (0.036 x line 12 x line 13)		\$78,760
15	Amount on line 11 or line 14, whichever is less	\$20,263	
16	Requested modified supplemental amount Enter an amount equal to, or less than: \$20,263		
	<i>"Requested NISA (and associated spending authority) is solely for the purpose of implementing the services approved in the application."</i>		

Questions?

If you have questions regarding the service section

Contact: Steve Crew | Steve.Crew@iowa.gov | 515-326-1029

If you have questions regarding the District Budget section (or service budgets),

Contact: Gary Schwartz | Gary.Schwartz@iowa.gov | 515-281-4743

At-Risk/Dropout Application

© Iowa Department of Education

Version: 1.0.0.0 Last Modified: 12/7/2017 10:35:57 AM