

**Riceville Community School
Riceville, IA**

The Board of Education of the Riceville Community School District held their regular board meeting October 17th, 2016, at 7:00 p.m. in the High School Library. Board members present: Keeling, Hale, Richardson, Guertin and Fox. Also in attendance: Dr. Nicholson-Supt, Cory Schumann-K-12 Principle; Casandra Leff-Riceville Recorder. Staff: Samantha Burke.

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

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

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

Mr. Schumann reported MAP testing will be starting, professional development is going well. Schumann also spoke on a thank you letter received by Joel Foster. He also wanted to thank Kyle Guertin and Economic Development for the presentation to our students.

Superintendent Nicholson reported on bus purchases, replacement of doors in athletic area, and a food service update. Also spoke about fifteen and nine passenger vans.

Keeling reported on the Mitchell County Education meeting.

Hale brought a question to the board about homework camp and WIN time.

Motion by Hale, seconded by Hale to approve Melissa Meirick as part-time 1:1 aide. Roll Call Vote: Keeling, aye; Richardson, aye; Guertin, aye; Hale, aye; Fox, aye. MC.

Motion by Keeling, seconded by Guertin to approve the second reading of board policy 403.3E1. 5 Ayes. MC.

Motion by Keeling, seconded by Richardson to approve the first reading of board policies 605.7-607.2R1. 5 Ayes MC.

Motion by Hale, seconded by Keeling to close the class of 2016 account and move the funds to the annual account. 5 Ayes. MC.

Motion by Hale, seconded by Guertin to approve the NHS fundraiser. 5 Ayes. MC.

Motion by Guertin, seconded by Richardson to approve the non-DOT testing agreement. 5 Ayes. MC.

Motion by Keeling, seconded by Guertin to approve Shanna Hale as the board representative to the Mitchell County Conference Board. 5 Ayes. MC.

Next board meeting will be held Monday November, 21st at 7:00 p.m. in the High School Library.

Motion by Guertin, second by Richardson to adjourn the meeting @ 7:36 PM. Ayes 5. MC.

Karl Fox
Board President

Jennifer Dunn
Board Secretary

Batch Description: Invoices--NOVEMBER 2016 BATCH 1

Processing Month: 11/2016

Vendor ID: 100055	ALLIANT ENERGY	PO Number:	Invoice Number: 20161101	Amount:	549.79
Description:		Invoice Date: 10/18/2016	Due Date: 11/01/2016 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 622	ELECT-SHOP		549.79		N
					In Full
					Final
Vendor ID: 100055	ALLIANT ENERGY	PO Number:	Invoice Number: 20161101-0001	Amount:	134.61
Description:		Invoice Date: 10/18/2016	Due Date: 11/01/2016 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 622	ELECT-SPORTS COMPLEX		134.61		N
					In Full
					Final
Vendor ID: 100055	ALLIANT ENERGY	PO Number:	Invoice Number: 20161101-0002	Amount:	3,742.26
Description:		Invoice Date: 10/18/2016	Due Date: 11/01/2016 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 622	ELECT--HS BLDG		3,742.26		N
					In Full
					Final
Vendor ID: 100055	ALLIANT ENERGY	PO Number:	Invoice Number: 20161101-0003	Amount:	47.65
Description:		Invoice Date: 10/20/2016	Due Date: 11/01/2016 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		47.65		N
					In Full
					Final
Vendor ID: 100445	ANDY'S MINI MART	PO Number:	Invoice Number: 60280	Amount:	69.20
Description:		Invoice Date: 10/25/2016	Due Date: 11/01/2016 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	PIZZA FFA MEETING		69.20		N
					In Full
					Final
Vendor ID: 101157	APPLE COMPUTER, INC.	PO Number:	Invoice Number: 4405682568	Amount:	500.00
Description:		Invoice Date: 10/12/2016	Due Date: 11/01/2016 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 219 0000 734	VPP CREDIT		500.00		N
					In Full
					Final
Vendor ID: 105419	BYRNES, GARRETT	PO Number:	Invoice Number: 20161101	Amount:	92.00
Description:		Invoice Date: 10/21/2016	Due Date: 11/01/2016 Status: A	1099 Amount: 92.00	
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 271	PHYSICAL REIMB		92.00	92.00	N
					In Full
					Final
Vendor ID: 100196	CITY OF RICEVILLE	PO Number:	Invoice Number: 14385	Amount:	24.58
Description:		Invoice Date: 10/20/2016	Due Date: 11/01/2016 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 411	SEWER		12.29		N	Final	
10 0000 2600 000 0000 411	WATER		12.29		N	Final	
Vendor ID: 100196	CITY OF RICEVILLE	PO Number:	Invoice Number: 14386	Amount:	27.28		
Description:		Invoice Date: 10/20/2016	Due Date: 11/01/2016	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 411	WATER		13.64		N	Final	
10 0000 2600 000 0000 411	SEWER		13.64		N	Final	
Vendor ID: 100196	CITY OF RICEVILLE	PO Number:	Invoice Number: 20161101	Amount:	595.70		
Description:		Invoice Date: 10/20/2016	Due Date: 11/01/2016	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 411	WATER		137.85		N	Final	
10 0000 2600 000 0000 421	GARBAGE		320.00		N	Final	
10 0000 2600 000 0000 411	SEWER		137.85		N	Final	
Vendor ID: 100585	CLARION-GOLDFIELD COMMUNITY SCHOOL	PO Number:	Invoice Number: 20161101	Amount:	80.00		
Description:		Invoice Date: 10/31/2006	Due Date: 11/01/2016	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 6815 815	VOLLEYBALL ENTRY FEE		80.00		N	Final	
Vendor ID: 100140	DALCO	PO Number: 19734C	Invoice Number: 3093432	Amount:	1,162.14		
Description:		Invoice Date: 10/27/2016	Due Date: 11/01/2016	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	LINERS & PAPER TOWELS		1,162.14		N	Final	
Vendor ID: 102880	DESIGNS BY DEB	PO Number:	Invoice Number: 294337	Amount:	66.00		
Description:		Invoice Date: 10/25/2016	Due Date: 11/01/2016	Status: A	1099 Amount: 66.00		
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 290	WORK SHIRTS		66.00	66.00	N	Final	
Vendor ID: 105673	DUNN, JENNIFER	PO Number:	Invoice Number: 20161101	Amount:	166.92		
Description:		Invoice Date: 10/31/2016	Due Date: 11/01/2016	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 000 0000 580	MILAGE REIMB		166.92		N	Final	
Vendor ID: 707230	ELLSWORTH COMMUNITY COLLEGE	PO Number:	Invoice Number: 20161101	Amount:	197.85		

Invoice Listing - Detail

Unposted; Batch Description Invoices--NOVEMBER 2016 BATCH 1

Description:	Invoice Date:	09/13/2016	Due Date:	11/01/2016	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	SCANTRON SHEETS		197.85		N		Final	
Vendor ID: 706958	EMS DETERGENT SERVICES	PO Number:	Invoice Number: 706868	Amount:	192.45			
Description:	Invoice Date:	11/18/2016	Due Date:	11/01/2016	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 618	DETERGENT		192.45		N		Final	
Vendor ID: 707237	ETR	PO Number: 19735N	Invoice Number: IP213065	Amount:	179.73			
Description:	Invoice Date:	10/25/2016	Due Date:	11/01/2016	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	Puberty: The Great Adventure for guys &		89.95		N		Final	
10 0000 2134 000 0000 613	Puberty Pamphlets (100 pack)		45.00		N		Final	
10 0000 2134 000 0000 613	STD Poster		19.99		N		Final	
10 0000 2134 000 0000 613	SHIPPING		24.79		N		Final	
Vendor ID: 102903	EVANS PRINTING & PUBLISHING	PO Number:	Invoice Number: 20161101	Amount:	270.90			
Description:	Invoice Date:	10/31/2016	Due Date:	11/01/2016	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 613	LEGAL PUBLICATIONS		270.90		N		Final	
Vendor ID: 103157	GALLAGHER-BLUEDORN ARTS CTR	PO Number:	Invoice Number: 20161101	Amount:	115.00			
Description:	Invoice Date:	11/01/2016	Due Date:	11/01/2016	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 1100 100 0000 810	EVERYBODY'S HERO PLAY		115.00		N		Final	
Vendor ID: 103157	GALLAGHER-BLUEDORN ARTS CTR	PO Number:	Invoice Number: 20161101-0001	Amount:	59.00			
Description:	Invoice Date:	11/01/2016	Due Date:	11/01/2016	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 1100 100 0000 810	PETE THE CAT PLAY		59.00		0.00 N		Final	
Vendor ID: 100556	IOWA FFA ASSOCIATION	PO Number:	Invoice Number: 21834	Amount:	1,017.50			
Description:	Invoice Date:	10/26/2016	Due Date:	11/01/2016	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	MEMBERSHIP DUES		1,017.50		N		Final	
Vendor ID: 100251	J.W. Pepper of Minneapolis,	PO Number: 19728H	Invoice Number: 11C17228	Amount:	201.59			

Invoice Listing - Detail

Unposted; Batch Description Invoices--NOVEMBER 2016 BATCH 1

Description:		Invoice Date: 10/19/2016	Due Date: 11/01/2016	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 6210 612	Earth Angel TBB		15.60		N
21 0000 1400 910 6210 612	Truelight-SATB		39.00		N
21 0000 1400 910 6210 612	Bridge Over Troubled Water-SATB		50.00		N
21 0000 1400 910 6210 612	Erev Shel Shoshanim-SATB		39.00		N
21 0000 1400 910 6210 612	How Can I Keep From Singing-SSATB		43.00		N
21 0000 1400 910 6210 612	SHIPPING		14.99		N
Vendor ID: 100251 J.W. Pepper of Minneapolis,		PO Number: 19663H	Invoice Number: 11C17356	Amount:	147.94
Description:		Invoice Date: 10/19/2016	Due Date: 11/01/2016	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	SHOUT IT OUT--MARCHING BAND		53.00		N
21 0000 1400 910 6210 612	HOT MARIMBA BOOK/CD		24.95		N
21 0000 1400 910 6210 612	LITTLE SHOP OF HORRORS- PROBGUE/LSOTT		55.00		N
21 0000 1400 910 6210 612	SHIPPING		14.99		N
Vendor ID: 707134 MARCO INC.		PO Number:	Invoice Number: 52070082	Amount:	1,340.20
Description:		Invoice Date: 11/15/2016	Due Date: 11/01/2016	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		1,340.20		N
Vendor ID: 100007 MARTIN BROS DIST		PO Number: 19731C	Invoice Number: 6424686	Amount:	1,470.30
Description:		Invoice Date: 10/27/2016	Due Date: 11/01/2016	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	PAPER TOWELS & TRASH BAGS		1,470.30		N
Vendor ID: 707080 MIDAMERICA BOOKS		PO Number: 19708H	Invoice Number: 397349	Amount:	64.84
Description:		Invoice Date: 09/27/2016	Due Date: 11/01/2016	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 2222 100 8953 643	BOOKS		64.84		N
Vendor ID: 102007 MIDWEST COMPUTER PRODUCTS INC		PO Number: 19725E	Invoice Number: 444340	Amount:	596.32
Description:		Invoice Date: 10/14/2016	Due Date: 11/01/2016	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	Elmo document camera		596.32		N
Vendor ID: 707240 MJM DESIGNS		PO Number:	Invoice Number: 92316MJM	Amount:	423.00

Invoice Listing - Detail

Unposted; Batch Description Invoices--NOVEMBER 2016 BATCH 1

Description:	Invoice Date:	10/26/2016	Due Date:	11/01/2016	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	DIST--OFFICER JACKETS		423.00		N		Final	
Vendor ID: 707110	MOLLY HAWKINS WHOLESALE	PO Number:	Invoice Number: 22441-C	Amount:	100.59			
Description:	Invoice Date:	10/24/2016	Due Date:	11/01/2016	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 102 0000 612	CRAYOLA OILS & PASTELS		100.59		N		Final	
Vendor ID: 102291	NAPA	PO Number:	Invoice Number: 203814	Amount:	45.04			
Description:	Invoice Date:	10/18/2016	Due Date:	11/01/2016	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	WIPER BLADE		25.08		N		Final	
10 0000 2700 000 0000 671	FLEET CHARGE		19.96		N		Final	
Vendor ID: 100285	NASHUA PLAINFIELD SCHOOL	PO Number:	Invoice Number: 20161101	Amount:	150.00			
Description:	Invoice Date:	10/31/2016	Due Date:	11/01/2016	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	NATIONAL FFA CONVENTION		150.00		N		Final	
Vendor ID: 102893	PERMA - BOUND	PO Number:	Invoice Number: 1701517-00	Amount:	616.00			
Description:	Invoice Date:	10/07/2016	Due Date:	11/01/2016	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	BOOKS		616.00		N		Final	
Vendor ID: 707197	PLASMACAM INC.	PO Number: 19729H	Invoice Number: 108795	Amount:	995.00			
Description:	Invoice Date:	10/12/2016	Due Date:	11/01/2016	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 2310 000 0000 734	PC WITH MONITOR		995.00		N		Final	
Vendor ID: 706882	POLLARD PEST CONTROL CO. & LAWN CARE	PO Number:	Invoice Number: 20161101	Amount:	80.00			
Description:	Invoice Date:	10/25/2016	Due Date:	11/01/2016	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 425	PEST CONTROL		80.00		N		Final	
Vendor ID: 100025	QUILL CORPORATION	PO Number:	Invoice Number: 1132041	Amount:	23.78			
Description:	Invoice Date:	10/19/2016	Due Date:	11/01/2016	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	PAPER CLIPS, DRY ERASE MARKERS		23.78		N	Final
Vendor ID: 100025 QUILL CORPORATION						
Description:		PO Number:	Invoice Number: 1195130		Amount: 14.39	
Sequence: 1 Check Type:		Invoice Date: 10/21/2016 Due Date: 11/01/2016 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 100 0000 612	DRY ERASE MARKERS		14.39		N	Final
Vendor ID: 105715 ROSETTA STONE LTD.						
Description:		PO Number:	Invoice Number: 8875152		Amount: 4,500.00	
Sequence: 1 Check Type:		Invoice Date: 10/19/2016 Due Date: 11/01/2016 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>
36 0000 2239 000 0000 652	ROSTTA STONE RENEWAL		4,500.00		N	Final
Vendor ID: 103020 RUNDE GRAPHICS						
Description:		PO Number:	Invoice Number: 20161101		Amount: 1,130.00	
Sequence: 1 Check Type:		Invoice Date: 10/11/2016 Due Date: 11/01/2016 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 7952 612	SHIRTS FOR THROWING		1,130.00		N	Final
Vendor ID: 100229 SCHOOL BUS SALES CO						
Description:		PO Number:	Invoice Number: W040712		Amount: 766.67	
Sequence: 1 Check Type:		Invoice Date: 10/19/2016 Due Date: 11/01/2016 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	BRAKES & PARTS BUS 5		766.67		N	Final
Vendor ID: 101717 SCHOOL SPECIALTY SUPPLY INC						
Description:		PO Number: 19727E	Invoice Number: 208117375405		Amount: 103.34	
Sequence: 1 Check Type:		Invoice Date: 10/14/2016 Due Date: 11/01/2016 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 2213 100 3387 612	Unruled Post-It Self Stick (4pk)		103.34		N	Final
Vendor ID: 101717 SCHOOL SPECIALTY SUPPLY INC						
Description:		PO Number: 19666E	Invoice Number: 208117407423		Amount: 436.56	
Sequence: 1 Check Type:		Invoice Date: 10/21/2016 Due Date: 11/01/2016 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 1000 1100 100 0000 612	LAMINATION		218.28		N	Final
10 3200 1100 100 0000 612	LAMINATION		218.28		N	Final
Vendor ID: 907098 SLIFKA, HUNTER						
Description:		PO Number:	Invoice Number: 4673		Amount: 20.00	
Sequence: 1 Check Type:		Invoice Date: 10/18/2016 Due Date: 11/01/2016 Status: A	1099 Amount: 20.00			
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 7967 612	HOMECOMING BOUQUET		20.00	20.00	N	Final

Vendor ID: 100044	SUPERIOR WELDING SUPPLY CO	PO Number:	Invoice Number: 225344	Amount:	109.95
Description:		Invoice Date: 10/24/2016	Due Date: 11/01/2016	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 3200 1100 100 0000 612	ARGON		109.95	N	In Full
					Final
Vendor ID: 100004	TRUE VALUE	PO Number:	Invoice Number: B106649	Amount:	3.99
Description:		Invoice Date: 10/20/2016	Due Date: 11/01/2016	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	BATTERY FOR THERMOMETER		3.99	N	In Full
					Final
Vendor ID: 100004	TRUE VALUE	PO Number:	Invoice Number: B106846	Amount:	7.50
Description:		Invoice Date: 11/01/2016	Due Date: 11/01/2016	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	SELF DRILLING SCREWS		7.50	N	In Full
					Final
Vendor ID: 706957	WEBER PAPER COMPANY	PO Number: 19733C	Invoice Number: W007187A	Amount:	601.50
Description:		Invoice Date: 10/31/2016	Due Date: 11/01/2016	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	RESTROOM SUPPLIES		601.50	N	In Full
					Final
Vendor ID: 102190	WEST MUSIC COMPANY	PO Number:	Invoice Number: SI1365291	Amount:	41.79
Description:		Invoice Date: 10/25/2016	Due Date: 11/01/2016	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	BAND RESALE ITEMS		41.79	N	In Full
					Final
Vendor ID: 707238	ZWEIBOHMER, ALLISON	PO Number:	Invoice Number: 20161101	Amount:	35.00
Description:		Invoice Date: 10/27/2016	Due Date: 11/01/2016	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 3200 1100 100 0000 320	CPR TRAINING		35.00	N	In Full
					Final
Batch 1099 Total:			178.00	Batch Total:	23,315.85
Report 1099 Total:			178.00	Report Total:	23,315.85

Invoice Listing - Detail

Batch Description: Invoices--NOVEMBER 2016 BATCH 2

Processing Month: 11/2016

Vendor ID: 707054 PEM CHEER

PO Number:

Invoice Number: 20161108

Amount: 126.00

Description:

Invoice Date: 11/08/2016 Due Date: 11/08/2016 Status: A 1099 Amount: 0.00

Sequence: 1 Check Type:

Checking Account ID:

Check Number:

Check Date:

Chart of Account Number Detail Description

Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag

In Full

21 0000 1400 920 0000 612 cheer conference

126.00

N

Final

Batch 1099 Total: 0.00

Batch Total: 126.00

Report 1099 Total: 0.00

Report Total: 126.00

Invoice Listing - Detail

Batch Description: Invoices--OCTOBER 2016 BATCH 2

Processing Month: 10/2016

Vendor ID: 707236 LORAS COLLEGE SOFTBALL

PO Number:

Invoice Number: 20161020

Amount: 315.00

Description: Invoice Date: 10/20/2016 Due Date: 10/20/2016 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 925 6835 612	SOFTBALL CAMP		315.00		N	Final

Batch 1099 Total:	0.00	Batch Total:	315.00
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Report 1099 Total:	0.00	Report Total:	315.00
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Invoice Listing - Detail

Batch Description: Invoices--NOVEMNER 2016 BATCH 3

Processing Month: 11/2016

Vendor ID: 707048	ALLAMAKEE NEW BEGINNINGS dba IOWA FOOD HUB	PO Number:	Invoice Number: 4858	Amount: 60.00
Description:		Invoice Date: 10/20/2016	Due Date: 11/16/2016	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	APPLES		60.00	N Final
Vendor ID: 707242	AMERICAN ENTERTAINMENT INTERNATIONAL INC.	PO Number:	Invoice Number: A-MC015722	Amount: 5,000.00
Description:		Invoice Date: 11/14/2016	Due Date: 11/16/2016	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 1100 100 3376 810	PD SPEAKER		2,500.00	N Final
10 3200 1100 100 3376 810	PD SPEAKER		2,500.00	N Final
Vendor ID: 101231	ANDERSON ERICKSON DAIRY CO	PO Number:	Invoice Number: 236891	Amount: 242.27
Description:		Invoice Date: 10/04/2016	Due Date: 11/16/2016	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		242.27	N Final
Vendor ID: 101231	ANDERSON ERICKSON DAIRY CO	PO Number:	Invoice Number: 238790	Amount: 244.53
Description:		Invoice Date: 10/07/2016	Due Date: 11/16/2016	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		244.53	N Final
Vendor ID: 101231	ANDERSON ERICKSON DAIRY CO	PO Number:	Invoice Number: 240496	Amount: 364.49
Description:		Invoice Date: 10/11/2016	Due Date: 11/16/2016	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		364.49	N Final
Vendor ID: 101231	ANDERSON ERICKSON DAIRY CO	PO Number:	Invoice Number: 242385	Amount: 242.27
Description:		Invoice Date: 10/14/2016	Due Date: 11/16/2016	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		242.27	N Final
Vendor ID: 101231	ANDERSON ERICKSON DAIRY CO	PO Number:	Invoice Number: 244098	Amount: 328.05
Description:		Invoice Date: 10/18/2016	Due Date: 11/16/2016	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		328.05	N

Invoice Listing - Detail

Vendor ID: 101231	ANDERSON ERICKSON DAIRY CO	PO Number:	Invoice Number: 246040	Amount:	266.94
Description:		Invoice Date: 10/21/2016	Due Date: 11/16/2016	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	MILK		266.94		N
					In Full
					Final
Vendor ID: 101231	ANDERSON ERICKSON DAIRY CO	PO Number:	Invoice Number: 247773	Amount:	280.36
Description:		Invoice Date: 10/25/2016	Due Date: 11/16/2016	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	MILK		280.36		N
					In Full
					Final
Vendor ID: 101231	ANDERSON ERICKSON DAIRY CO	PO Number:	Invoice Number: 249706	Amount:	192.93
Description:		Invoice Date: 10/28/2016	Due Date: 11/16/2016	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	MILK		192.93		N
					In Full
					Final
Vendor ID: 100445	ANDY'S MINI MART	PO Number:	Invoice Number: 20161109	Amount:	2,564.46
Description:		Invoice Date: 11/08/2016	Due Date: 11/09/2016	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	217.50 GAL GAS		398.90		N
10 0000 2700 000 0000 627	1027.10 GAL DIESEL		2,165.56		N
					In Full
					Final
Vendor ID: 100001	ARNOLD'S SUPPLY & KLEENIT CO.	PO Number: 19732C	Invoice Number: 171696	Amount:	560.00
Description:		Invoice Date: 10/31/2016	Due Date: 11/09/2016	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	H2ORANGE CONCENTRATE		560.00		N
					In Full
					Final
Vendor ID: 707241	ATLAS BUILDING MAINTENANCE, INC.	PO Number:	Invoice Number: 1611039	Amount:	307.98
Description:		Invoice Date: 11/02/2016	Due Date: 11/16/2016	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	STAINLESS WIPES		307.98		N
					In Full
					Final
Vendor ID: 105240	BUCKWHEAT & SONS CONSTRUCTION LLC	PO Number:	Invoice Number: 20161109	Amount:	6,875.00
Description:		Invoice Date: 10/30/2016	Due Date: 11/09/2016	Status: A	1099 Amount: 6,875.00
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 8021 618	CEMENT WILDCAT TRAIL		6,875.00	6,875.00	N
					In Full
					Final
Vendor ID: 104466	CULLIGAN WATER CONDITIONING	PO Number:	Invoice Number: 80792	Amount:	79.05
Description:		Invoice Date: 11/11/2016	Due Date: 11/11/2016	Status: A	1099 Amount: 0.00

Invoice Listing - Detail

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		79.05		N	Final
Vendor ID: 104465	DECKER EQUIPMENT	PO Number:	Invoice Number: 172387A	Amount:	371.39	
Description:		Invoice Date: 11/10/2016	Due Date: 11/16/2016	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	PARKING SIGNS & FIRE ALARM COVER		371.39		N	Final
Vendor ID: 100050	DECKER SPORTING GOODS	PO Number:	Invoice Number: AAA026895-AB01	Amount:	86.00	
Description:		Invoice Date: 11/08/2016	Due Date: 11/16/2016	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 924 6710 612	SHOOTING SHIRTS		86.00		N	Final
Vendor ID: 100310	DICK BLICK ART MATERIALS	PO Number: 19661H	Invoice Number: 6866275	Amount:	38.85	
Description:		Invoice Date: 11/09/2016	Due Date: 11/16/2016	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 102 0000 612	SARGENT ART WATERCOLOR PENCILS		38.85		N	Final
Vendor ID: 706884	EARTHGRAINS BAKING CO, INC	PO Number:	Invoice Number: 52251912773	Amount:	61.66	
Description:		Invoice Date: 10/11/2016	Due Date: 11/16/2016	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		61.66		N	Final
Vendor ID: 706884	EARTHGRAINS BAKING CO, INC	PO Number:	Invoice Number: 52251912817	Amount:	39.00	
Description:		Invoice Date: 10/14/2016	Due Date: 11/16/2016	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		39.00		N	Final
Vendor ID: 706884	EARTHGRAINS BAKING CO, INC	PO Number:	Invoice Number: 52251912886	Amount:	76.40	
Description:		Invoice Date: 10/18/2016	Due Date: 11/16/2016	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		76.40		N	Final
Vendor ID: 706884	EARTHGRAINS BAKING CO, INC	PO Number:	Invoice Number: 52251912996	Amount:	92.00	
Description:		Invoice Date: 10/25/2016	Due Date: 11/16/2016	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		92.00		N	Final

Invoice Listing - Detail

Vendor ID: 706884	EARTHGRAINS BAKING CO, INC	PO Number:	Invoice Number: 52251913146	Amount:	71.00
Description:		Invoice Date: 11/04/2016	Due Date: 11/16/2016	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	BREAD		71.00	N	In Full
					Final
Vendor ID: 100203	FARMERS FEED & GRAIN CO INC	PO Number:	Invoice Number: 5222	Amount:	45.00
Description:		Invoice Date: 10/12/2016	Due Date: 11/09/2016	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 434	SERVICE BLUE TAURUS		45.00	N	In Full
					Final
Vendor ID: 101465	GRP & ASSOCIATES	PO Number:	Invoice Number: 186936	Amount:	40.00
Description:		Invoice Date: 11/01/2016	Due Date: 11/09/2016	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 2134 000 0000 613	MEDICAL WASTE		40.00	N	In Full
					Final
Vendor ID: 105283	GTM SPORTSWEAR	PO Number: 19698H	Invoice Number: 100429212	Amount:	820.00
Description:		Invoice Date: 09/19/2016	Due Date: 11/09/2016	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 7952 612	Triumph Warm-up Jacket Blk/Red/Wh/SM		204.00	N	In Full
21 0000 1400 950 7952 612	Triumph Warm-up Jacket Blk/Red/Wh/Med		476.00	N	Final
21 0000 1400 950 7952 612	Triumph Warm-up Jacket Blk/Red/Wh/2X		140.00	N	Final
					Final
Vendor ID: 103183	HAWKEYE STATE SCALE	PO Number:	Invoice Number: 45151	Amount:	75.00
Description:		Invoice Date: 10/25/2016	Due Date: 11/09/2016	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 6790 612	TESTING WRESTLING SCALE		75.00	N	In Full
					Final
Vendor ID: 706916	HEUER PUBLISHING	PO Number: 19710H	Invoice Number: 40746	Amount:	51.75
Description:		Invoice Date: 09/28/2016	Due Date: 11/09/2016	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 6120 612	SPEECH SCRIPTS		51.75	N	In Full
					Final
Vendor ID: 105572	IHSBCA	PO Number:	Invoice Number: 20161109	Amount:	30.00
Description:		Invoice Date: 11/03/2016	Due Date: 11/09/2016	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 0000 612	MEMBERSHIP DUES		30.00	N	In Full
					Final
Vendor ID: 100031	IOWA ASSOCIATION OF SCHOOL BOARDS	PO Number:	Invoice Number: IAPTMD00000843	Amount:	1,043.00

Invoice Listing - Detail

Description:
Sequence: 1 Check Type: Checking Account ID:
Chart of Account Number Detail Description
10 0000 2310 000 0000 810 IDAPT ANNUAL DUES

Invoice Date: 10/28/2016 Due Date: 11/09/2016 Status: A 1099 Amount: 0.00
Check Number: Check Date:
Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full
1,043.00 N Final

Vendor ID: 102635 IOWA COMMUNICATIONS NETWORK

PO Number: Invoice Number: 476439 Amount: 209.75

Description:
Sequence: 1 Check Type: Checking Account ID:
Chart of Account Number Detail Description
10 0099 2237 100 0000 320 ICN

Invoice Date: 06/02/2016 Due Date: 11/09/2016 Status: A 1099 Amount: 0.00
Check Number: Check Date:
Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full
209.75 N Final

Vendor ID: 102635 IOWA COMMUNICATIONS NETWORK

PO Number: Invoice Number: 489125 Amount: 159.85

Description:
Sequence: 1 Check Type: Checking Account ID:
Chart of Account Number Detail Description
10 0099 2237 100 0000 320 ICN

Invoice Date: 11/04/2016 Due Date: 11/09/2016 Status: A 1099 Amount: 0.00
Check Number: Check Date:
Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full
159.85 N Final

Vendor ID: 707071 IRONWOOD SPRINGS

PO Number: Invoice Number: 20161116 Amount: 230.00

Description:
Sequence: 1 Check Type: Checking Account ID:
Chart of Account Number Detail Description
10 3200 1100 100 3373 810 PD MEETING PLACE W/ SPEAKER
10 1000 1100 100 3373 810 PD MEETING PLACE W/ SPEAKER

Invoice Date: 11/16/2016 Due Date: 11/16/2016 Status: A 1099 Amount: 0.00
Check Number: Check Date:
Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full
115.00 N Final
115.00 N Final

Vendor ID: 100251 J.W. Pepper of Minneapolis,

PO Number: 19728H Invoice Number: 11C20935 Amount: 31.50

Description:
Sequence: 1 Check Type: Checking Account ID:
Chart of Account Number Detail Description
21 0000 1400 910 6210 612 The Dream Tree-SSA

Invoice Date: 10/28/2016 Due Date: 11/09/2016 Status: A 1099 Amount: 0.00
Check Number: Check Date:
Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full
31.50 N Final

Vendor ID: 100726 JMC COMPUTER SERVICE INC

PO Number: Invoice Number: 48308 Amount: 640.00

Description:
Sequence: 1 Check Type: Checking Account ID:
Chart of Account Number Detail Description
36 0000 2239 000 0000 652 WEB-HOSTING

Invoice Date: 11/02/2016 Due Date: 11/09/2016 Status: A 1099 Amount: 0.00
Check Number: Check Date:
Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full
640.00 N Final

Vendor ID: 104161 JOSTENS, INC

PO Number: Invoice Number: 19208262 Amount: 146.37

Description:
Sequence: 1 Check Type: Checking Account ID:
Chart of Account Number Detail Description
10 3200 2410 000 0000 611 DIPLOMAS

Invoice Date: 11/09/2016 Due Date: 11/16/2016 Status: A 1099 Amount: 0.00
Check Number: Check Date:
Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full
146.37 N Final

Vendor ID: 100221 KEYSTONE AEA 1

PO Number: Invoice Number: INV-010075 Amount: 1,800.00

Description:
Sequence: 1 Check Type: Checking Account ID:

Invoice Date: 10/05/2016 Due Date: 11/09/2016 Status: A 1099 Amount: 0.00
Check Number: Check Date:

Invoice Listing - Detail

<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 615	THREE EDGENUITY LICENSES		1,800.00		N	Final
Vendor ID: 105414	LYNCH DALLAS, PC	PO Number:	Invoice Number: 138157		Amount:	324.00
Description:		Invoice Date: 10/31/2016	Due Date: 11/09/2016	Status: A	1099 Amount: 324.00	
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 342	LEGAL SERVICES		324.00	324.00	N	Final
Vendor ID: 706920	MARCO	PO Number:	Invoice Number: INV3776734		Amount:	107.02
Description:		Invoice Date: 11/04/2016	Due Date: 11/09/2016	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 2410 000 0000 611	STAPLES		53.51		N	Final
10 1000 2410 000 0000 611	STAPLES		53.51		N	Final
Vendor ID: 100007	MARTIN BROS DIST	PO Number:	Invoice Number: 6372032.		Amount:	(16.56)
Description:		Invoice Date: 10/18/2016	Due Date: 11/16/2016	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	REFUND		(16.56)		N	Final
Vendor ID: 100007	MARTIN BROS DIST	PO Number:	Invoice Number: 6393189		Amount:	1,157.61
Description:		Invoice Date: 10/06/2016	Due Date: 11/16/2016	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 618	KITCHEN SUPPLIES		27.99		N	Final
61 0000 3110 000 0000 631	FOOD		1,129.62		N	Final
Vendor ID: 100007	MARTIN BROS DIST	PO Number:	Invoice Number: 6403678		Amount:	1,431.76
Description:		Invoice Date: 10/13/2016	Due Date: 11/16/2016	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 618	KITCHEN SUPPLIES		52.92		N	Final
61 0000 3110 000 0000 631	FOOD		1,378.84		N	Final
Vendor ID: 100007	MARTIN BROS DIST	PO Number:	Invoice Number: 6414130		Amount:	1,014.42
Description:		Invoice Date: 10/20/2016	Due Date: 11/16/2016	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 618	KITCHEN SUPPLIES		69.03		N	Final
61 0000 3110 000 0000 631	FOOD		945.39		N	Final
Vendor ID: 100007	MARTIN BROS DIST	PO Number:	Invoice Number: 6424684		Amount:	1,363.51
Description:		Invoice Date: 10/27/2016	Due Date: 11/16/2016	Status: A	1099 Amount: 0.00	

Invoice Listing - Detail

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 618	FOOD SUPPLIES		41.42		N	Final
61 0000 3110 000 0000 631	FOOD		1,322.09		N	Final
Vendor ID: 100007	MARTIN BROS DIST	PO Number:	Invoice Number: 6424685	Amount:	(47.80)	
Description:		Invoice Date: 10/27/2016	Due Date: 11/16/2016	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 618	REFUND		(47.80)		N	Final
Vendor ID: 100007	MARTIN BROS DIST	PO Number:	Invoice Number: 6446122	Amount:	118.24	
Description:		Invoice Date: 11/11/2016	Due Date: 11/11/2016	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 619	vending machine supplies		118.24		N	Final
Vendor ID: 101892	MCGRAW-HILL SCHOOL EDUCATION HOLDINGS, LLC	PO Number:	Invoice Number: 94994746001	Amount:	1,050.00	
Description:		Invoice Date: 10/27/2016	Due Date: 11/09/2016	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 0099 2237 100 0000 615	ALECKS LICENSES		1,050.00		N	Final
Vendor ID: 102291	NAPA	PO Number:	Invoice Number: 204126	Amount:	5.60	
Description:		Invoice Date: 10/26/2016	Due Date: 11/09/2016	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	MINATURE BULBS		5.60		N	Final
Vendor ID: 707033	NICHOLSON, STEVE	PO Number:	Invoice Number: 20161116	Amount:	79.04	
Description:		Invoice Date: 10/31/2016	Due Date: 11/16/2016	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 2320 000 0000 580	MILAGE REIMB		79.04		N	Final
Vendor ID: 100051	OMNITEL COMMUNICATIONS	PO Number:	Invoice Number: 20161109	Amount:	1,707.18	
Description:		Invoice Date: 11/01/2016	Due Date: 11/09/2016	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 2320 000 0000 532	TELEPHONE		297.18		N	Final
10 0000 2320 000 0000 538	INTERNET		1,410.00		N	Final
Vendor ID: 102319	PICKAR-OULMAN PLBG HTG & ELEC	PO Number:	Invoice Number: 1017-6669	Amount:	87.00	
Description:		Invoice Date: 10/21/2016	Due Date: 11/09/2016	Status: A	1099 Amount: 0.00	

Invoice Listing - Detail

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	DRINKING FOUNTAIN REPAIR		87.00		N	Final
Vendor ID: 102319	PICKAR-OLMAN PLBG HTG & ELEC	PO Number:	Invoice Number: 1017-6669.	Amount:	1,666.14	
Description:		Invoice Date: 11/02/2016	Due Date: 11/09/2016	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 2600 000 0000 433	DISHWASHER REPAIRS		1,666.14		N	Final
Vendor ID: 100025	QUILL CORPORATION	PO Number:	Invoice Number: 1712343	Amount:	46.93	
Description:		Invoice Date: 10/09/2016	Due Date: 11/16/2016	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	LATEX GLOVES		46.93		N	Final
Vendor ID: 100025	QUILL CORPORATION	PO Number:	Invoice Number: 1736412	Amount:	27.74	
Description:		Invoice Date: 11/10/2016	Due Date: 11/16/2016	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	BABY WIPES		27.74		N	Final
Vendor ID: 105546	RELIABLE ONE INC	PO Number:	Invoice Number: 8157	Amount:	387.37	
Description:		Invoice Date: 11/03/2016	Due Date: 11/16/2016	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 618	GLOVES		387.37		N	Final
Vendor ID: 706974	RICEVILLE MARKET PLACE,	PO Number:	Invoice Number: 14774	Amount:	38.98	
Description:		Invoice Date: 10/14/2016	Due Date: 11/09/2016	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		38.98		N	Final
Vendor ID: 706974	RICEVILLE MARKET PLACE,	PO Number:	Invoice Number: 15520	Amount:	37.52	
Description:		Invoice Date: 10/21/2016	Due Date: 11/09/2016	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		37.52		N	Final
Vendor ID: 706974	RICEVILLE MARKET PLACE,	PO Number:	Invoice Number: 16642	Amount:	103.62	
Description:		Invoice Date: 11/02/2016	Due Date: 11/09/2016	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		103.62		N	Final

Invoice Listing - Detail

Vendor ID: 706974	RICEVILLE MARKET PLACE,	PO Number:	Invoice Number: 17251	Amount:	13.84
Description:		Invoice Date: 11/08/2016	Due Date: 11/11/2016 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 3200 1300 355 0000 612	FACS FOOD SULLPIES		13.84	N	In Full
					Final
Vendor ID: 706974	RICEVILLE MARKET PLACE,	PO Number:	Invoice Number: 17362	Amount:	108.31
Description:		Invoice Date: 11/09/2016	Due Date: 11/11/2016 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	FOOD SUPPLIES		108.31	N	In Full
					Final
Vendor ID: 103020	RUNDE GRAPHICS	PO Number:	Invoice Number: 2346	Amount:	287.00
Description:		Invoice Date: 11/09/2016	Due Date: 11/11/2016 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	OFFICE SWEATSHIRTS		287.00	N	In Full
					Final
Vendor ID: 100229	SCHOOL BUS SALES CO	PO Number:	Invoice Number: IN41959	Amount:	874.15
Description:		Invoice Date: 11/14/2016	Due Date: 11/16/2016 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	BRAKES BUS #3		874.15	N	In Full
					Final
Vendor ID: 104736	SCHOOL OUTFITTERS	PO Number: 19737H	Invoice Number: INV12143473	Amount:	3,699.30
Description:		Invoice Date: 11/15/2016	Due Date: 11/16/2016 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 2640 000 0000 733	Stand-up desks		3,699.30	N	In Full
					Final
Vendor ID: 707239	ST. ANSGAR GREENHOUSE & FLORAL SHOP	PO Number:	Invoice Number: 4673	Amount:	20.00
Description:		Invoice Date: 10/18/2016	Due Date: 11/09/2016 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 7967 612	HOMECOMING BOUQUET		20.00	N	In Full
					Final
Vendor ID: 105216	STACYVILLE LP GAS CO	PO Number:	Invoice Number: S 009350	Amount:	7,173.26
Description:		Invoice Date: 10/07/2016	Due Date: 11/09/2016 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 623	LP		7,173.26	N	In Full
					Final
Vendor ID: 100044	SUPERIOR WELDING SUPPLY CO	PO Number:	Invoice Number: 824859	Amount:	57.35
Description:		Invoice Date: 11/07/2016	Due Date: 11/16/2016 Status: A	1099 Amount: 0.00	
Sequence: 1	Check Type:	Checking Account ID:	Check Number:	Check Date:	

Invoice Listing - Detail

<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	HEAD & CAP FOR WELDING TANKS		57.35		N	Final
Vendor ID: 100037 THOMAS BUS SALES						
Description:		PO Number:	Invoice Number: 138886		Amount:	104.09
Sequence: 1	Check Type:	Invoice Date: 11/07/2016	Due Date: 11/09/2016	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	TURN SWITCH & RED LAMP BUS 8		104.09		N	Final
Vendor ID: 706777 TIMBERLINE BILLING SERVICE LLC						
Description:		PO Number:	Invoice Number: 10302		Amount:	253.37
Sequence: 1	Check Type:	Invoice Date: 10/31/2016	Due Date: 11/09/2016	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 2510 217 3303 351	MEDICAID BILLING		253.37		N	Final
Vendor ID: 100004 TRUE VALUE						
Description:		PO Number:	Invoice Number: A117040		Amount:	10.08
Sequence: 1	Check Type:	Invoice Date: 11/07/2016	Due Date: 11/09/2016	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 2600 000 0000 680	RV ANTIFREEZE		10.08		N	Final
Vendor ID: 100004 TRUE VALUE						
Description:		PO Number:	Invoice Number: A117343		Amount:	5.09
Sequence: 1	Check Type:	Invoice Date: 11/14/2016	Due Date: 11/16/2016	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 2600 000 0000 680	CUSTODIAL SUPPLIES		5.09		N	Final
Vendor ID: 100004 TRUE VALUE						
Description:		PO Number:	Invoice Number: A117365		Amount:	2.85
Sequence: 1	Check Type:	Invoice Date: 11/15/2016	Due Date: 11/16/2016	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 2600 000 0000 680	CUSTODIAL SUPPLIES		2.85		N	Final
Vendor ID: 100004 TRUE VALUE						
Description:		PO Number:	Invoice Number: B107119		Amount:	23.85
Sequence: 1	Check Type:	Invoice Date: 11/02/2016	Due Date: 11/09/2016	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 618	KEYS		23.85		N	Final
Vendor ID: 100004 TRUE VALUE						
Description:		PO Number:	Invoice Number: B107422		Amount:	70.93
Sequence: 1	Check Type:	Invoice Date: 11/10/2016	Due Date: 11/11/2016	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 315 0000 612	AIR COMPRESSOR SUPPLIES		70.93		N	Final

Invoice Listing - Detail

Vendor ID: 100004 **TRUE VALUE**
Description:
Sequence: 1 Check Type:
Chart of Account Number Detail Description
10 3200 1300 315 0000 612 AIR COMPRESSOR SUPPLIES

PO Number: **Invoice Number: B107440** **Amount: 5.18**
Invoice Date: 11/10/2016 Due Date: 11/11/2016 Status: A 1099 Amount: 0.00
Check Number: Check Date:
Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full
5.18 N Final

Vendor ID: 102190 **WEST MUSIC COMPANY**
Description:
Sequence: 1 Check Type:
Chart of Account Number Detail Description
21 0000 1400 910 6220 612 MUSIC ALL -STATE

PO Number: **Invoice Number: SI1367844** **Amount: 13.20**
Invoice Date: 10/31/2016 Due Date: 11/09/2016 Status: A 1099 Amount: 0.00
Check Number: Check Date:
Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full
13.20 N Final

Vendor ID: 102190 **WEST MUSIC COMPANY**
Description:
Sequence: 1 Check Type:
Chart of Account Number Detail Description
21 0000 1400 910 6220 612 CLARINET REPAIRS

PO Number: **Invoice Number: SI1367871** **Amount: 96.00**
Invoice Date: 10/31/2016 Due Date: 11/09/2016 Status: A 1099 Amount: 0.00
Check Number: Check Date:
Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full
96.00 N Final

Vendor ID: 102190 **WEST MUSIC COMPANY**
Description:
Sequence: 1 Check Type:
Chart of Account Number Detail Description
21 0000 1400 910 6220 612 BAND RESALE

PO Number: **Invoice Number: SI1369849** **Amount: 32.98**
Invoice Date: 11/03/2016 Due Date: 11/09/2016 Status: A 1099 Amount: 0.00
Check Number: Check Date:
Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full
32.98 N Final

Vendor ID: 102190 **WEST MUSIC COMPANY**
Description:
Sequence: 1 Check Type:
Chart of Account Number Detail Description
21 0000 1400 910 6220 612 TRUMPET REPAIR

PO Number: **Invoice Number: SI367869** **Amount: 226.94**
Invoice Date: 10/31/2016 Due Date: 11/09/2016 Status: A 1099 Amount: 0.00
Check Number: Check Date:
Cost Center ID Detail Amount 1099 Detail Amount Asset/Asset Tag In Full
226.94 N Final

Batch 1099 Total: 7,199.00 Batch Total: 47,533.94

Report 1099 Total: 7,199.00 Report Total: 47,533.94

<u>Vendor</u>	<u>Discription</u>	<u>Amount</u>
Biachi Brothers	IASBO Conference Meal	\$15.00
Barnes & Noble	5th Grade Grammer Book	\$43.70
Amazon	USB Lighting Cable	\$119.80
Amazon	Desk Bouncy Bands	\$14.95
Amazon	2-IPAD Covers	\$44.98
Amazon	Cube Chairs	\$172.93
Amazon	Art Supplies (SOS Grant)	\$521.96
Amazon	Power Chargers	\$172.90
Amazon	8th Grade Textbook	\$24.90
Amazon	Tripod	\$42.90
Pay Pal	3 Doodler Strips (Grant)	\$256.15
ASCD	TLC Membership	\$149.00
A-Z Learning	Renewal	\$1,099.95
Laura Ingalls Wilder	Field Trip	\$84.00
Engineering is Elementary	Kits (SOS Grant)	\$1,083.88
Oriental Trading	Red Ribbon Week Supplies	\$46.98
Oriental Trading	Homecoming Supplies	\$103.90
Caseys	17.88 Gal Gas	\$38.60
Teachers Pay Teacher	Spanish View Pack	\$14.00
Lowe's	Freezer (SOS Grant)	\$1,053.26
Dicks Sporting Goods	Ping Pong Tables--SOS Grant	\$333.74
Hard Rock Café	FFA Convention Meal	\$87.62
Farmhouse Restaunt	FFA Convention Meal	\$75.13
Amazon		\$16.09

PURPOSE OF NONINSTRUCTIONAL AND BUSINESS SERVICES

The series of the board policy manual is devoted to the goals and objectives for the school district's non-instructional services and business operations that assist in the delivery of the education program. These non-instructional services include, but are not limited to transportation, the school lunch program and child care. The board, as it deems necessary, will provide additional non-instructional services to support the education program.

It is the goal of the board to provide non-instructional services and to conduct its business operations in an efficient manner.

DEPOSITORY OF FUNDS

Each year at its annual meeting, the board will designate by resolution the name and location of the Iowa located financial depository institution or institutions to serve as the official school district depository or depositories. The maximum deposit amount to be kept in the depository will be stated in the resolution. The amount stated in the resolution must be for all depositories and include all of the school district's funds.

It is the responsibility of the board secretary to include the resolution in the minutes of the meeting.

Legal Reference: Iowa Code §§ 279.33 (2011).

Cross reference: 210.1 Annual Meeting
206.4 Treasurer [or 206.3, secretary-Treasurer]
704.1 Local- State- Federal- Miscellaneous Revenue

Approved: _____

Reviewed: May 28, 2008

Revised: September 16, 2013

TRANSFER OF FUNDS

When the necessity for a fund has ceased to exist, the balance may be transferred to another fund or account by board resolution. School district monies received without a designated purpose may be transferred in this manner. School district monies received for a specific purpose or upon vote of the people may only be transferred, by board resolution when the purpose for which the monies were received has been completed. Voter approval is required to transfer monies to the general fund from the capital projects fund and debt service fund.

It is the responsibility of the board secretary to make recommendations to the board regarding transfers and to provide the documentation justifying the transfer.

Legal Reference: Iowa Code §§ 24.21-.22; 279.8; 298A (2011).

Cross reference: 701.3 Financial Records
703 Budget
704.2 Sale of Bonds

Approved September 16, 2013 Reviewed: _____

Revised: _____

FINANCIAL RECORDS

Financial records of the school district are maintained in accordance with generally accepted accounting principles (GAAP) as required or modified by law. School district monies are received and expended from the appropriate fund and/or account. The funds and accounts of the school district will include, but not be limited to:

Governmental fund type:

- General fund
- Special revenue fund
 - Management levy fund
 - Physical plant and equipment levy fund
 - Public education and recreation levy fund
 - Student activity fund
- Capital projects fund
- Debit service fund

Proprietary fund type:

- Enterprise fund
 - School nutrition
 - Child care fund
- Internal service fund

Fiduciary funds:

- Trust or agency funds
 - Expendable trust funds
 - Nonexpendable trust funds
 - Agency funds
 - Pension trust funds

Account groups

- General capital assets account group
- General long-term debt account group

As necessary the board may, by board resolution, create additional funds within the governmental, proprietary and fiduciary fund types. The resolution shall state the type of fund, name of the fund and purpose of the fund.

The general fund is used primarily for the education program. Special revenue funds are used to account for monies restricted to a specific use by law. Proprietary funds account for operations of the school district operated similar to private business, and they account for the costs of providing goods and services provided by one department to other departments on a cost reimbursement basis. Fiduciary funds are used to account for monies or assets held by the school district on behalf of, or in trust for, another entity. The account groups are the accounting records for capital assets and long-term debt. It is the responsibility of the superintendent to implement this policy and bring necessary changes in the maintenance of the school district's financial records to the attention of the board.

Note: The list of funds above does not include the "Library levy fund," which is only available to one school district. The school district eligible to levy the library levy must add this fund to its policy. GAAP makes references in the school district's policy manual to the "schoolhouse fund" obsolete. Each reference to this term should be reviewed and replaced with the proper GAAP fund/account. References to the term "general fund" should also be reviewed to ensure it is properly used in the policies.

Legal Reference: Iowa Code §§ 11.23; 298A (2011).

Cross reference: 704 Revenue
705 Expenditures

Approved September 16, 2013 Reviewed: _____

Revised: _____

GOVERNMENTAL ACCOUNTING PRACTICES AND REGULATIONS

School district accounting practices will follow state and federal regulations, generally accepted accounting principles (GAAP) and the uniform financial accounting system provided by the Iowa Department of Education. As advised by the school district's auditor, determination of liabilities and assets, prioritization of expenditures of governmental funds and provisions for accounting disclosures shall be made in accordance with governmental accounting standards.

In Governmental Accounting Standards Board (GASB) Statement No. 54, the board identifies the order of spending unrestricted resources applying the highest level of classification of fund balance-restricted, committed, assigned, and unassigned-while honoring constraints on the specific purposes for which amounts in those fund balances can be spent. A formal board action is required to establish, modify and or rescind a committed fund balance. The resolution will state the exact dollar amount. In the event, the board chooses to make changes or rescind the committed fund balance, formal board action is required.

The board authorizes the board secretary to assign amounts to a specific purpose in compliance with GASB 54. An "assigned fund balance" should also be reported in the order of spending unrestricted resources, but is not restricted or committed.

It is the responsibility of the superintendent to develop administrative regulations implementing this policy. It is also the responsibility of the superintendent to make recommendations to the board regarding fund balance designations.

Note: This policy is an optional policy. Should the board not adopt a policy implementing GASB 54, the default is to reduce-committed, assigned and unassigned fund balances-in that order. Adoption of a policy gives boards the ability to have greater control over their fund balances.

Legal Reference: Iowa Code §§ 257.31(4); 279.8; 297.22-.25; 298A (2011).

Cross reference: 701.3 Financial Records
703 Budget
704 Revenue

Approved September 16, 2013 Reviewed: _____

Revised: _____

CASH IN SCHOOL BUILDINGS

The amount of cash that may be kept in the school building for any one day is sufficient for that day's operations. Funds raised by students are kept in the Superintendent's office.

A minimal amount of cash is kept in the central administration office at the close of the day. Excess cash is deposited in the authorized depository of the school district.

It is the responsibility of the superintendent to determine the amount of cash necessary for each day's operation and to comply with this policy.

Legal Reference: Iowa Code § 279.8 (2011).

Cross reference: 701.1 Depository of Funds
704 Revenue

Approved September 16, 2013 Reviewed: _____

Revised: _____

BUDGET PLANNING

Prior to certification of the budget, the board will review the projected revenues and expenditures for the school district and make adjustments where necessary to carry out the education program within the revenues projected.

A budget for the school district is prepared annually for the board's review. The budget will include the following:

- The amount of revenues to be raised by taxation;
- The amount of revenues from sources other than taxation
- An itemization of the amount to be spent in each fund; and,
- A comparison of the amount spent and revenue received in each fund for like purposes in the two prior fiscal years.

It is the responsibility of the superintendent and business manager to prepare the budget for review by the board prior to the April 15th deadline each year.

Prior to the adoption of the proposed budget by the board, the public is apprised of the proposed budget for the school district. Prior to the adoption of the proposed budget by the board, members of the school district community will have an opportunity to review and comment on the proposed budget. A public hearing for the proposed budget of the board is held each year in sufficient time to file the adopted budget no later than April 15th.

The proposed budget filed by the board with the board secretary and the time and place for the public hearing on the proposed budget is published in a newspaper designated for official publication in the school district. It is the responsibility of the board secretary to publish the proposed budget and public hearing information at least 10 but no more than 20 days prior to the public hearing.

The board will adopt and certify a budget for the operation of the school district to the county auditor by April 15. It is the responsibility of the board secretary to file the adopted and certified budget with the county auditor and other proper authorities.

The board may amend the budget for the fiscal year in the event of unforeseen circumstances. The amendment procedures will follow the procedures for public review and adoption of the original budget by the board outlined in these policies.

It is the responsibility of the superintendent and the board secretary to bring any budget amendments necessary to the attention of the board to allow sufficient time to file the amendment with the county auditor no later than May 31st of each year.

Legal Reference: Iowa Code §§ 24; 257; 279.8; 297; 298; 618 (2011).

Cross Reference: 214 Public Hearings
703 Budget
704 Revenue
705 Expenditures

Approved: _____ Reviewed: May 28, 2008 Revised: September 16, 2013

SPENDING PLAN

The budget of the school district is the authority for the expenditures of the school district for the fiscal year for which the budget was adopted and certified. It is the responsibility of the superintendent to operate the school district within the budget.

Legal Reference: Iowa Code §§ 24.9 (2011).

Cross Reference: 703 Budget
704 Revenue

Approved: _____ Reviewed: May 28, 2008 Revised: September 16, 2013

LOCAL-STATE-FEDERAL-MISCELLANEOUS REVENUE

Revenues of the school district are received by the board treasurer. Other persons receiving revenues on behalf of the school district will promptly turn them over to the board treasurer.

Revenue, from whatever source, is accounted for and classified under the official accounting system of the school district. It is the responsibility of the board treasurer to deposit the revenues received by the school district in a timely manner. School district funds from all sources will not be used for private gain or political purposes.

Tuition fees received by the school district are deposited in the general fund. The tuition fees for kindergarten through twelfth grade during the regular academic school year are set by the board based upon the superintendent's recommendation in compliance with current law. Tuition fees for summer school, driver's education and adult education are set by the board prior to the offering of the programs.

The board may charge materials fees for the use or purchase of educational materials. Materials fees received by the school district are deposited in the general fund. It is the responsibility of the superintendent to recommend to the board when materials fees will be charged and the amount of the material fees.

Rental fees received by the school district for the rental of the school district equipment or facilities are deposited in the general fund. It is the responsibility of the superintendent to recommend to the board a fee schedule for renting school district property.

Proceeds from sale of real property are placed in the physical plant and equipment levy (PPEL) fund. The proceeds from the sale of other school district property are placed in the general fund.

The board may claim exemption from the law prohibiting competition with private enterprise for the following activities:

- Goods and services directly and reasonably related to the educational mission;
- Goods and services offered only to students, employees or guests which cannot be provided by private enterprise at the same or lower cost;
- Use of vehicles for charter trips offered to the public, full-or-part-time, or temporary students;
- Goods and services which are not otherwise available in the quantity or quality required by the school district;
- Telecommunications other than radio or television stations;
- Sponsoring or providing facilities for fitness and recreation;
- Food service and sales; and,
- Sale of books, records, tapes, software, educational equipment, and supplies.

It is the responsibility of the superintendent to bring to the board's attention additional sources of revenue for the school district.

Legal Reference: Iowa Code §§ 12C; 23A; 257.2; 279.8; 282.2, .6, .24; 291.12, 297.9-.12, .22; 301.1 (2011).

Cross Reference: 701.1 Depository of Funds
703 Budget
803 Selling and Leasing
905 Use of School District Facilities & Equipment

Approved: _____ Reviewed: May 28, 2008 Revised: September 16, 2013

DEBT MANAGEMENT POLICY

DEBT LIMITS

Credit Ratings

The school district seeks to maintain the highest possible credit rating for all categories of short and long-term debt that achieved without compromising the delivery of services and the achievement of adopted objectives. The school district recognizes that external economic, natural, or other events may from time to time affect the creditworthiness of its debt. Nevertheless, the school district is committed to ensuring that actions within their control are prudent.

Debt Limits

For general obligations debt, the school district's outstanding debt limit shall be no more than five percent (5%) of the actual value of property within the school district's boundaries, as prescribed the Iowa constitution and statutory restrictions.

For revenue debt, the school district's goal is to provide adequate service coverage of at least 1.20 times the annual debt services costs.

In accordance with Iowa law, the school district may not act as a conduit issuer or issue municipal securities to raise capital for revenue-generating projects where the funds generated are used by a third party ("conduit borrower") to make payments to investors.

PURPOSE AND USE OF DEBT

Capital Planning

To enhance creditworthiness and prudent financial management, the school district is committed to systematic capital planning, intergovernmental cooperation and coordination and long-term financial planning.

Capital Financing

The school district may issue long-term debt for capital projects as authorized by Iowa law, which include, but are not limited to, the cost of planning, design, land acquisition, building, permanent structures, attached fixtures or equipment, and moveable pieces of equipment. Capitalized interest may be included in sizing any capital project debt issue. The types of debt instruments to be used by the school district include:

- General Obligation Bonds
- General Obligation Capital Loan Notes
- Bond Anticipation Notes
- Revenue Anticipation Notes
- School Infrastructure Sales, Service and Use Tax Revenue Bonds
- Lease Purchase Agreements, including Certificates of Participation

Working Capital Financing

The school district may issue debt for working capital for operations after cash flow analysis has determined that there is a mismatch between available cash and cash outflows. The school district shall strive to repay working capital debt by the end of the fiscal year in which the debt was incurred. A Working Capital Reserve may be included in sizing any working capital debt issue.

Refundings

Periodic reviews of all outstanding debt will be undertaken to determine if refunding opportunities exist. Refunding will be considered (within federal tax law restraints) if and when there is a net economic benefit of the refunding or if the refunding is otherwise in the best interest of the school district, such as to release restrictive bond covenants which affect the operation and management of the school district.

In general, advance refunding for economic savings will be undertaken when a net present value savings exceeds three percent of the refund debt can be achieved. Current refunding, which produce a new present value savings of less than three percent will be considered on a case by case basis taking into consideration bond covenants and general obligations. Refunding with negative savings will not be considered unless there is a compelling public policy objective for doing so.

DEBT STANDARDS AND STRUCTURE

Length of Debt

Debt will be structured for the shortest period consistent with a fair allocation of costs to current and future beneficiaries or users. Long-term debt will not be issued for periods exceeding the useful life or average useful lives of the project or projects to be financed. All debt issued will adhere to state and federal law regarding the length of time the debt may be outstanding.

Debt Structure

Debt will be structured to achieve the lowest possible net cost to the school district given market conditions, the urgency of the capital project, the type being issued, and the nature and type of repayment source. To the extent possible, the school district will design the repayment of its overall debt to rapidly recapture its credit capacity for future use.

Generally, the school district will only issue fixed-rate debt. In very limited circumstances, the school district may issue variable rate debt, consistent with the limitations of Iowa law and upon a finding of the board that the use of the fixed rate debt is not in the best interest of the school district and a statement of the reason for the use of variable rate debt.

All debt may be structured using discount, par or premium coupons, and as serial or term bonds or notes, or any combination thereof, consistent with Iowa law. The school district should utilize the coupon structure that produces the lowest True Interest Cost (TIC) taking into consideration the call option value of any callable maturities.

The school district will strive to structure their debt in sinking fund installments of each debt issue that achieves, as nearly as practicable, level debt service within an issue or overall debt service within a particular classification of debt.

Derivatives (including, but not limited to, interest rate swaps, caps, collars, corridors, ceiling and floor agreements, forward agreements, float agreements, or other similar financing arrangements), zero-coupon or capital appreciation bonds are not allowed to be issued consistent with State law.

Decision Analysis to Issue Debt

Whenever the school district is contemplating the issuance of debt, information will be developed concerning the following four categories commonly used by rating assessing the school district's credit worthiness, listed below.

Debt Analysis-Debt capacity analysis; purpose for which debt is proposed to be issued; debt structure; debt burden; debt history and trends; and adequacy of debt and capital planning.

Financial Analysis-Stability, diversity, and growth rates of tax or other revenue sources; trend in assessed valuation and collections; current budget trends; appraisal of past revenue and expenditures trends; history and long-term trends of revenues and expenditures; evidence of financial planning; adherence to GAAP; audit results; fund balance status and trends in operating and debt funds; financial monitoring systems and capabilities; and cash flow projections.

Governmental and Administrative Analysis- Government organization structure, location of financial responsibilities and degree of control; adequacy of basic service provision; intergovernmental cooperation/conflict and extent of duplication; and overall planning efforts.

Economic Analysis- Geographic and location advantages; population and demographic characteristics; wealth indicators; types of employment, industry and occupation; housing characteristics; new construction; evidences of industrial decline; and trend of the economy.

DEBT ISSUANCE

Credit Enhancement

Credit enhancements (i.e., bond insurance, etc.) may be used but only when the net debt services on the debt is reduced by more than the costs of the credit enhancement.

Costs and Fees

All costs and fees related to issuing the debt will be paid out of debt proceeds and allocated across all projects receiving proceeds of the debt issue.

Method of Sale

Generally, all school district debt will be sold through a competitive bidding process. Bids will be awarded on a TIC basis providing other bidding requirements are satisfied.

The school district may sell debt using a negotiated process in extraordinary circumstances when the complexity of the issue requires specialized expertise, when the negotiated sale would result in substantial savings in time or money, or when market conditions of the school district credit are usually volatile or uncertain.

Professional Service Providers

The school district will retain external bond counsel for all debt issues. All debt issued by the school district will include a written opinion by bond counsel affirming that the school district authorized to issue the debt, stating that the school district has met all Iowa constitutional and statutory requirements necessary for issuance and determining the debt's federal income tax status. The bond counsel retained must have comprehensive municipal debt experience and a thorough understanding of Iowa law as it relates to the issuance of the particular debt.

The school district will retain an independent financial advisor. The financial advisor will be responsible for structuring and preparing all offering documents for each debt issue. The financial advisor retained will have comprehensive municipal debt experience, experience with diverse financial structuring and pricing of municipal securities.

The treasurer shall have the authority to periodically select other service providers (e.g., escrow agents, verification agents, trustees, arbitrage consultants, rebate specialists, etc.) as necessary to meet legal requirements and minimize net debt costs. These services can include debt restructuring services and security or escrow purchases.

Compensation for bond counsel, financial advisor and other service providers will be as economical as possible and consistent with industry standards for the desired qualification levels.

DEBT MANAGEMENT

Investment of Debt Proceeds

The school district shall invest all proceeds received from the issuance of debt separate from the school district's consolidated cash pool unless otherwise specified by the authorizing bond resolution or trust indenture.

Investments will be consistent with those authorized by the Iowa law and the school district's Investment Policy to maintain safety of principal and liquidity of the funds.

Arbitrage and Record Keeping Compliance

The treasurer shall maintain a system of record-keeping and compliance procedures with respect to all federal tax requirements which are currently, or may become applicable through the lifetime of all tax-exempt or tax credit bonds.

Federal tax compliance, record-keeping, reporting and compliance procedures with respect to all federal tax requirements which are currently, or may become applicable through the lifetime of all tax-exempt or tax credit bonds.

Federal tax compliance. Record-keeping, reporting and compliance procedures shall include not be limited to:

- 1.) Post-issuance compliance procedures (including proper use of proceeds, timely expenditure of proceeds, proper use of bond financed property, yield restriction and rebate, and timely expenditure of proceeds,
- 2.) Proper maintenance of records to support federal tax compliance;
- 3.) Investments and arbitrage compliance;
- 4.) Expenditures and assets;
- 5.) Private business use, and;
- 6.) Designation of primary responsibilities for federal tax compliance of all bond financings.

Financial Disclosure

The school District is committed to full and complete financial disclosure, and to cooperating fully with rating agencies, institutional and individual investors, other levels of government, and the general public to share comprehensible and accurate financial information. The school district is dedicated to meeting secondary disclosure requirements on a timely and comprehensive basis, as promulgated by the Securities and Exchange Commission

The Official Statements accompanying debt issues, Annual Audits, and Continuing Disclosure statements will meet the standards articulated by the Municipal Securities Rulemaking Board (MSRB), the Government Accounting Standards Board (GASB), the Securities and Exchange Commission (SEC), Generally Accepted Accounting Principals (GAAP) and the Internal Revenue Service (IRS). The treasurer shall be responsible for ongoing debt disclosure as required by any Continuing Disclosure Certificate for any debt issue and for maintain compliance with disclosure standards promulgated by state and federal regulatory bodies.

Legal reference: Iowa Code §§ 74-76; 278.1; 298; 298A (2013).

Cross Reference: 701 Financial Accounting System
704 Revenue

Approved: _____ Reviewed: September 16, 2013 Revised: _____

POST-ISSUANCE COMPLIANCE REGULATION FOR TAX-EXEMPT OBLIGATIONS

1. Role of Compliance Coordinator/Board Treasurer

The board treasurer shall:

- a). Be responsible for monitoring post-issuance compliance.
- b). Maintain a copy of the transcript of proceedings or minutes in connection with the issuance of any tax-exempt obligations and obtain records that are necessary to meet the requirements of this regulation;
- c). Consult with bond counsel, a rebate consultant, financial advisor, IRS publications and such other resources as are necessary to understand and meet the requirements of this regulation;
- d). Seek out training and education to be implemented upon the occurrence of new developments in the area and upon the hiring of new personnel to implement this regulation.

2. Financing Transcripts' Filing and Retention

The board treasurer shall confirm the proper filing of an IRS 8038 Series return and maintain a transcript of proceedings and minutes for all tax-exempt bonds, notes and lease-purchase contracts. Each transcript shall be maintained until 11 years after the tax-exempt obligation documents have been retired. The transcript shall include, at a minimum:

- a.) Form 8038;
- b.) Minutes, resolutions and certificates;
- c.) Certifications of issue price from the underwriter;
- d.) Formal elections required by the IRS;
- e.) Trustee statements
- f.) Records of refunded bonds, if applicable;
- g.) Correspondence relating to bond financings; and,
- h.) Reports of any IRS examinations for bond financing.

3. Proper Use of Proceeds

The board treasurer shall review the resolution authorizing issuance for each tax-exempt obligation issued by the school district and the school district shall:

- a.) Obtain a computation of the yield on such issue from the school district's financial advisor;

- b.) Create a separate Project Fund (with as many sub-funds as shall be necessary to allocate proceeds among the projects being funded by issue) into which the proceeds of issue shall be deposited;
- c.) Review a;; requisitions, draw schedules, draw requests, invoices and bills requesting payment, from the Project fund;
- d.) Determine whether payment from the Project Fund is appropriate and, if so, make payment from the Project Fund (and appropriate sub-fund, if applicable);
- e.) Maintain records of the payment requests and corresponding records showing payment;
- f.) Maintain records showing the earnings on, and investment of, the Project Fund;
- g.) Ensure that all investments acquired with proceeds are purchased at fair market value;
- h.) Identify bond proceeds or applicable debt service allocations that must be invested with a yield-restriction and monitor the investments of any yield-restricted funds to ensure that the yield on such investments do not exceed the yield to which such investments are restricted;
- i.) Maintain records related to any investment contracts, credit enhancement transactions and the bidding of financial products related to the proceeds.

4. Timely Expenditure and Arbitrage/Rebate Compliance

The board treasurer shall review the Tax-Exemption Certificate (or equivalent) for each tax-exempt obligation issued by the school district and the expenditure records provided in Section 2 of this regulation, above and shall:

- a.) Monitor and ensure that proceeds of each issue are spent within the temporary period set forth in such certificate;
- b.) Monitor and ensure that the proceeds are spent in accordance with one or more of the applicable exceptions to rebate as set forth in such certificate if the school district does not meet the "small issuer" exception for said obligation;
- c.) Not less than 60 days prior to a required expenditure date, confer with bond counsel and a rebate consultant, if the school district will fail to meet a temporary period or rebate exception:
 - 1.) Procure a timely computation of any rebate liability and, if rebate is due, file a Form 8038-T and arrange for payment of such rebate liability;
 - 2.) Arrange for timely computation and payment of yield reduction payments (as such term is defined in the Code and Treasury Regulations), if applicable.

5. Proper Use of Bond financed Assets

The board treasurer shall:

- a.) Maintain appropriate records and a list of all bond financed assets. Such records shall include the actual amount of proceeds (including investment earnings) spent on each of the bond financed assets;
- b.) Monitor and confer with bond counsel with respect to all proposed bond financed assets;
 - 1.) Management contracts;
 - 2.) Service agreements
 - 3.) Research contracts;
 - 4.) Naming rights contracts;
 - 5.) Leases or sub-leases;
 - 6.) Joint venture, limited liability or partnership arrangements;
 - 7.) Sale of property; or, any other change in use of such asset.
- c.) Maintain a copy of the proposed agreement, contract, lease or arrangement, together with the response by bond counsel with respect to said proposal for at least three years after retirement of all tax-exempt obligations issued to fund all or any portion of bond financed assets; and
- d.) Contact bond counsel and ensure timely remedial action under IRS Regulation Sections 1.141-12 in the event the school district takes an action remedial action with respect to a bond financed asset, which causes the private business tests or private loan financing test to be met.

6. General Project Records

For each project financed with tax-exempt obligations, the board treasurer shall maintain, until three years after retirement of the tax-exempt obligations issued to refund those obligations, the following:

- a.) Appraisals, demand surveys or feasibility studies;
- b.) Applications, approvals and other documentation of grants;
- c.) Depreciation schedules;
- d.) Contracts respecting the project.

7. Advance Refundings

The board treasurer shall be responsible for the following current, post issuance and record retention procedures with respect to advance refunding bonds. The board shall:

- a.) Identify and select bonds to be advance refunded with advice from internal financial personnel and a financial advisor;
- b.) Identify, with advice from the financial advisor and bond counsel, any possible federal tax compliance issues prior to structuring and advance refunding;

- c.) Review the structure with the input of the financial advisor and bond counsel, of advance refunding issues prior to the issuance to ensure:
 - 1.) That the proposed refunding is permitted pursuant to applicable federal tax requirements if there has been prior refunding of the original bond issue;
 - 2.) That the proposed issuance complies with federal income tax requirements which might impose restrictions on the redemption date of the refunded bonds;
 - 3.) That the proposed issuance complies with federal income tax requirements which allow for the proceeds and replacement proceeds of an issue to be invested temporarily in higher yielding investments without causing the advance refunding bonds to become "arbitrage bonds"; and
 - 4.) That the proposed issuance will not result in the issuer's exploitation of the difference between tax exempt and taxable interest rates to obtain an financial advantage nor overburden the tax exempt market in a way that might be considered an abusive transaction for federal tax purposes;
- d.) Collect and review data related to arbitrage yield restriction and rebate requirements for advance refunding bonds. To ensure such compliance, the board treasurer shall engage a rebate consultant to prepare a verification report in connection with the advance refunding issuance. Said report shall ensure said requirements are satisfied;
- e.) Whenever possible, purchase State and Local Government Series (SLGS) to size each advance refunding escrow. The financial advisor shall be included in the process of subscribing SLGS. To the extent SLGS are not available for purchase, the board treasurer shall, in consultation with bond counsel and the financial advisor, comply with IRS regulations;
- f.) Ensure , after input from bond counsel, compliance with any bidding requirements set forth by the IRS regulations to the extent as issuer elects to the purchase of a guaranteed investment contract;
- g.) In determining the issue price for any advance refunding issuance, obtain and retain issue price certification by the purchasing underwriter at closing;
- h.) After the issuance of an advance refunding issue, ensure timely identification of violations of any federal tax requirements and engage bond counsel in attempt to remediate same in accordance with IRS regulations.

8. Continuing Disclosure

The board treasurer shall assure compliance with each continuing disclosure certificate and annually, per continuing disclosure agreements, file audited annual financial statements and other information required by each continuing disclosure agreement and assure compliance with material event disclosure. Events to be reported shall be reported promptly, but in no event not later than 10 business days after the day of the occurrence of the event. Currently, such notice shall be given in the event of:

- a.) Principal and interest payment delinquencies;
- b.) Non-payment related defaults, if material;
- c.) Unscheduled draws on debt service reserves reflecting financial difficulties;
- d.) Unscheduled draws on credit enhancements relating to the bonds reflecting financial difficulties;
- e.) Substitution of credit or liquidity providers, or their failure to perform;
- f.) Adverse tax opinions, the issuance by the Internal Revenue Service of proposed or final determinations of taxability, Notices of Proposed Issue (IRS Form 5701-TEB), or other material notices, or determination with respect to the tax-exempt status of the bonds, or material events affecting the tax-exempt status of the bonds;
- g.) Modifications to rights of Holders on the Bonds, if material;
- h.) Bond calls (excluding sinking funds mandatory redemptions), if material and tender offers;
- i.) Defeasances of the bonds;
- j.) Release, substitution, or sale of property securing repayment of the bonds, if material;
- k.) Rating changes on the bonds;
- l.) Bankruptcy, insolvency, receivership or similar event of the issuer;
- m.) The consummation of a merger, consolidation, or acquisition involving the issuer or the sale of all or substantially all of the assets of the issuer, other than in the ordinary course of business, the entry into a definitive agreement to undertake such an action or the termination of a definitive agreement relating to any such actions, other than pursuant to its terms, if material; and
- n.) Appointment of a successor or additional trustee or the change of name of a trustee, if material.

Legal Reference: Iowa Code §§ 257.31 (4); 279.8; 297.22-.25; 298A (2011).
<http://www.irs.gov/taxexempbond/article/0,,id=243503.00.html>

Cross Reference: 704 Revenue
707 Fiscal Reports

Approved: _____ Reviewed: September 16, 2015 Revised: _____

INVESTMENT

School district funds in excess of current needs are invested in compliance with this policy. The goals of the school district's investment portfolio in order of priority are:

- To provide safety of the principal
- To maintain the necessary liquidity to match expected liabilities; and
- To obtain a reasonable rate of return.

In making investments, the school district will exercise the care, skill, prudence and diligence under the circumstances the prevailing that a prudent person acting in a like capacity and familiar with such matters would use to meet the goals of the investment program.

School district funds are monies of the school district, including operating funds. "Operating funds" of the school district are funds which are reasonably expected to be used during a current budget year or within fifteen months of receipt. When investing operating funds, the investments must mature within three hundred and ninety-seven days or less. When investing funds other than operating funds, the investments must mature according to the need for the funds.

The board authorizes the treasurer to invest funds in excess of current needs in the following investments.

- Interest bearing savings, money market, and checking accounts at the school districts authorized depositories;
- Iowa schools Joint Investment Trust Program (ISJIT);
- Obligations of the United States government, its agencies and instrumentalities;
- Certificates of deposit and other evidences of deposit at federally insured Iowa depository institutions;
- Repurchase agreements in which underlying collateral consists of investments in government securities. The school district must take delivery of the collateral either directly or through an authorized custodian. Repurchase agreements do not include reverse repurchase agreements;
- Prime bankers' acceptances that mature within two hundred seventy days and that are eligible for purchase by a federal reserve bank. At the time of purchase no more than ten percent of the investment portfolio can be in these investments and no more than five percent of the investments portfolio can be invested in the securities of a single issuer;
- Commercial paper or other short-term corporate debt that matures within two hundred seventy days and that is rated within the two highest classifications, as established by at least one of the standard rating services, with no more than five percent at the time of purchase placed in the second highest classification. At the time of purchase no more than ten percent of the investment portfolio can be in these investments and no more than five percent of the investment portfolio can be invested in the securities of a single issuer; and,
- An open-end management investment company registered with the federal securities exchange commission and commonly referred to as a money market mutual fund. The money market mutual fund will use only the investments individually authorized by law for school districts.

It is the responsibility of the treasurer to oversee the investment portfolio in compliance with this policy and the law.

It is the responsibility of the treasurer to bring a contract with an outside person to invest school district funds, to advise on investments, to direct investments, to act in a fiduciary capacity or to perform other services to the board for review and approval. The treasurer will also provide the board with information about and verification of the outside person's fiduciary bond. Contracts with outside persons will include a clause requiring the outside person to notify the school district within thirty days of any material weakness in internal structure or regulatory orders or sanctions against the outside person regarding the services being provided to the school district and to provide the documents necessary for the performance of the investment portion of school district audit. Contracts with outside persons will not be based on the performance of the investment portfolio.

The treasurer is responsible for reporting to and reviewing with the board at its regular meetings the investment portfolio's performance, transaction activity and current investments including the percent of the investment portfolio by type of investment and by issuer and maturities. The report will also include trend lines by month over the last year and year-to-year trend lines regarding the performance of the investment portfolio. It will also be the responsibility of the treasurer to obtain the information necessary to ensure that the investments and the outside persons doing business with the school district meet the requirements outlined in this policy.

It is the responsibility of the superintendent to deliver a copy of this policy to the school district's depositories, auditor and outside persons doing investment business with the school district.

It will also be the responsibility of the superintendent, in conjunction with the treasurer, to develop a system of investment practices and internal controls over the investment practices. The investment practices are designed to prevent losses, to document the officers' and employees' responsibility for elements of the investment process and address the capability of the management.

NOTE: There are three options for this policy. The board should adopt the option which reflects its practice.

Legal reference: Iowa Code §§ 11.2, .6; 12.62; 12B.10; 12C; 22.1, .14; 28E.2; 257; 279.29; 283A; 285; 502.701; 633.123 (2011).

Cross Reference: 206.4 Treasurer
 704 Revenue

Approved: September 14, 1992 Reviewed: May 28, 2008 Revised: September 16, 2013

GIFTS-GRANTS-BEQUESTS

The board believes gifts, grants, and bequests to the school district may be accepted when they will further the interests of the school district. The board will have sole authority to determine whether the gift furthers the interest of the school district.

Gifts, grants, and bequests are approved by the board. Once it has been approved by the board, a board member or the superintendent may accept the gift on behalf of the school district.

Gifts, grants, and bequests once accepted on the behalf of the school district become property of the school district. Gifts, grants, and bequests are administered in accordance with terms, if any, agreed to by the board.

Legal Reference: Iowa Code §§ 279.42; 565.6 (2011).

Cross Reference: 217 Gifts to Board of Directors
402.4 Gifts to Employees
508.1 Class or Student Group Gifts

Approved: _____ Reviewed: May 28, 2008 Revised: September 16, 2013

STUDENT ACTIVITIES FUND

Revenue raised by students or from student activities is deposited and accounted for in the student activities fund. This revenue is the property of and is under the financial control of the board. Students may use this revenue for purposes approved by the building principal.

Whether such revenue is collected from student contributions, club dues, and special activities or result from admissions to special events or from other funds-raising activities, all funds will be under the jurisdiction of the board and under the specific control of the building principal. They will be deposited in a designated depository and will be disbursed and accounted for in accordance with instructions issued by the superintendent.

It is the responsibility of the board secretary to keep student activity accounts up-to-date and complete.

Any unencumbered class or activity account balance will automatically revert to the activity fund when a class graduates or an activity is discontinued.

Legal Reference: Iowa Code §§ 11.23; 279.8 (2011).

Cross Reference: 504 Student Activities
701 Financial Accounting System

Approved: _____ Reviewed: _____ Revised: September 16, 2013

PURCHASING-BIDDING

The board supports economic development in Iowa. Purchases by the school district will be made in Iowa for Iowa goods and services from a locally-owned business located within the school district or from an Iowa-based company which offers these goods or services, if the cost and other considerations are relatively equal and they meet the required specifications. When spending federal Child Nutrition Funds, geographical preference is allowed only for unprocessed agricultural food items.

Prior to August 15 of each year and after analyzing the school district's anticipated procurement level for the current fiscal year, the school board will set a goal of ten percent of the anticipated procurement level be purchased from certified targeted small businesses. In determining the procurement level, the cost of utilities (heat, electricity, telephone and natural gas) and employees' costs will not be included. After the goal had been established, the superintendent will file the required Targeted Small Business Procurement form with the Department of Education by August 15.

By July 31 of each year, the superintendent will file a report with the Department of Education outlining purchases of goods and services from targeted small businesses for the previous fiscal year.

The school board and superintendent will encourage targeted small businesses which are not certified with the Department of Inspections and Appeals to become certified targeted small businesses.

It is the responsibility of the superintendent to approve purchases, except those authorized by or requiring direct board action. The superintendent may coordinate and combine purchases with other governmental bodies to take advantage of volume price breaks. Joint purchases with other political subdivisions will be considered in the purchase of equipment, accessories or attachments with an estimated cost of \$50,000 or more.

The superintendent will have the authority to authorize purchases without competitive bids for goods and services under \$5,000 without prior board approval. For goods and services costing more than \$5,000 and less than \$25,000, the superintendent will receive quote(s) of the goods and services to be purchased prior to approval of the board. Competitive sealed bids are required for purchases, other than emergency purchases, for goods and services that cost \$25,000 or more, including school buses.

When using federal Child Nutrition funds to purchase goods and services, dollars spent annually must be estimated. It is acceptable to categorize (e.g. groceries, milk, produce, small equipment, large equipment, supplies, and chemicals). A formal sealed bid procurement process is required when annual spending in the category exceeds \$25,000 annually. An informal process is used for all other purchases under the threshold annually. Documentation of informal procurement activity is kept on file.

The purchase will be made from the lowest responsible bidder based upon total cost considerations including, but not limited to, the cost of the goods and services being purchased, availability of service and/or repair, delivery date, the targeted small business procurement goal and other factors deemed relevant by the board.

The board and the superintendent will have the right to reject any or all bids, or any part thereof, and to re-advertise. If it is determined that a targeted small business which bid on the project may be unable to perform the contract, the superintendent will notify the Department of Economic Development. The board will enter into such contract or contracts as the board deems in the best interest of the school district.

Note: This policy reflects current Iowa law on targeted small business procurement. The sixth paragraph contains two blanks. The amount entered in the blanks should be the same, \$10,000 for example. School boards have a great of discretion in the area of purchasing, except for construction projects above certain amounts and buses which are the only two areas where boards have to utilize public, open competitive bidding procedures. For other purchases, school districts generally utilize a less formal purchasing procedure for projects below a certain dollar amount as reflected in the sixth paragraph. The amount established in the sixth paragraph should be consistent with those in Policies 802.2 and 803.2. For more detailed discussion of this issue, see IASB's Policy Primer, October 5, 2011 and October 27, 2006.

Legal Reference: Iowa Code §§ 23A; 26; 28E; 72.3; 73; 285.10(3), .10(7); 301 (2011).
261 I.A.C. 54.
281 I.A.C. 43.25.
481 I.A.C. 25.
1984 Op. Att'y Gen. 115.
1974 op. Att'y Gen. 171.

Cross Reference: 705 Expenditures
801.4 Site Application
802 Maintenance, Operation and Management
803 Selling and Leasing

Approved: _____ Reviewed: _____ Revised: September 16, 2013

PURCHASING ON BEHALF OF EMPLOYEES

Generally, the school district will not purchase items on behalf of employees. The school district may in unusual and unique circumstances do so. It is within the discretion of the board to determine when unique and unusual circumstances exist.

No purchase is made unless the employee has paid the school district prior to the order being placed and the employee has agreed to be responsible for any taxes or other expenses due.

Legal Reference: Iowa Code §§ 279.8 (2011).

Cross Reference: 703 Budget

Approved: _____ Reviewed: _____ Revised: September 16, 2013

PAYROLL PERIODS

The payroll period for the school district is monthly. Employees are paid on the 20th day of each month. If the day is a holiday, recess, or weekend, the payroll is paid on the last working day prior to the holiday, recess, or weekend.

It is the responsibility of the board secretary to issue payroll to employees in compliance with this policy.

The requirements stated in the Master Contract between employees in a certified collective bargaining unit and the board regarding payroll periods of such employees will be followed.

NOTE: This policy is written for a monthly payroll period. If another method is used, the policy should be amended to reflect the proper method.

Legal Reference: Iowa Code §§ 20.9; 91A.2 (4), .3 (2011).

Cross Reference: 706.2 Payroll Deductions

Approved: _____ Reviewed: May 28, 2008 Revised: September 16, 2013

PAYROLL DEDUCTIONS

Ease of administration is the primary consideration for payroll deductions, other than those required by law. Payroll deductions are made for federal income tax withholdings, Iowa income tax withholdings, social security, and the Iowa Employees' Retirement System (IPERS).

Employees may elect to have payments withheld for professional dues, district-related and mutually agreed upon group insurance coverage, and/or tax sheltered annuity programs. Requests for these deductions will be made in writing to the business manager. *[Requests for purchase or change of tax-sheltered annuities may be made by September 1 of the contract year.]*

It is the responsibility of the superintendent to determine which additional payroll deductions will be allowed.

The requirements stated in the Master Contract between employees in a certified collective bargaining unit and the board regarding payroll deductions of such employees will be followed.

NOTE: *The school district time frame for adding or changing tax-sheltered annuities should be reflected in this policy, if the school district uses one. The time frame should be inserted in the second paragraph.*

Legal Reference: Iowa Code §§ 91A.2 (4), .3; 294.8-.9, .16 (2011).

Cross Reference: 406.6 Licensed Employee Tax Shelter Programs
412.4 Classified Employee Tax Shelter Programs
706.1 Payroll Periods

Approved: _____ Reviewed: May 28, 2008 Revised: February 15, 2016



SOUTH DAKOTA STATE UNIVERSITY
College of Education and Human Sciences
Student Teachers Field Experiences

This contract agreement is between the Teacher Education Department in the College of Education and Human Sciences at South Dakota State University, Brookings, South Dakota and

Riceville CSD	912 Woodland Ave	Riceville	IA	50466
Contracting School Name	Contracting School Address	City	State	Zip

The South Dakota Board of Regents has deemed this contract appropriate for use between South Dakota State University and cooperating schools whose faculty will be supervising our student teachers during their semester of the field experience required by our teacher education program. By signing this contract, your school has agreed to allow one of your faculty members to supervise the in-classroom experience of a student teacher in his/her field of study. For any one college semester, your faculty member will be compensated according to the descriptive paragraph following herein:

Teacher Educators: \$100.00 Per Professional Semester II Student

Others: \$200.00 Per Full-Time Student Teacher*

(*Teacher Educators are those faculty who have had approved student teacher supervision training and mentoring offered by South Dakota State University.)

- 1) Placement of students in the cooperating schools will be accomplished by a representative of the University and the participating school administrator.
- 2) School-Based Faculty must have a minimum of three years of experience and be certified in the area(s) they are supervising, and they will assume the responsibilities of assigning work, observing, supervising, critiquing, keeping records, and filing necessary reports to the University.
- 3) The Field Experiences will be supervised by University faculty. During the student teaching experience, the University supervisor will visit a minimum of four times during a ten-week experience.**
**Professional Semester II field experiences will be supervised twice per semester.
- 4) School-Based Faculty may be asked to attend conferences/workshops sponsored by the University.
- 5) Agricultural Education and Home Economics Education student teachers will be visited a minimum of two times during a ten-week experience for a full day for each visit.

It is further agreed that this shall be a continuing contract, requiring renewal on a five-year basis, but subject to cancellation on a three month's notice given in writing by either party. Non-assignment of student teachers for a given term or terms is not to be interpreted as cancellation.

Superintendent, Your School

Please Print Also

Date

President, Your Board of Education

Please Print Also

Date

42-6049116

Your School Tax ID#

Provost and Vice President for Academic Affairs, South Dakota State University

Date



AGREEMENT MC015722

This Agreement entered on this day 11/14/2016, by and between AEI SPEAKERS BUREAU, hereafter referred to as "AGENCY" and Riceville Community School hereafter referred to as "SPONSOR." Agency will provide the services of Rick Wormeli hereafter referred to as "ARTIST," to lecture or perform at the date, time and place specified below.

SPEAKER: Rick Wormeli
DATE/TIME: Monday, August 28, 2017 at 8:00 a.m.
PLACE: Ironwood Springs Christian Ranch
7291 County Road 6 SW
Stewartville, MN
REMARKS: Mr. Rick Wormeli will present at the Teacher In-Service.
8:00 a.m. to 8:30 a.m.-Meet and Greet
8:30 a.m. to 11:30 a.m.-Presentation with break TBD by Mr. Wormeli
11:30 a.m. to 12:30 p.m.-Lunch served on site
12:30 p.m. to 3:00 p.m.-Presentation with break TBD by Mr. Wormeli
TOPIC: "Teacher Motivation: Changing the Culture of the Building-We want to make a positive culture change in our pre-K building, We know that without a change in our culture any technical changes we make will not continue. Open, professional communication is our biggest hurdle."
TERMS: \$10,000.00
TRAVEL REQUIREMENTS: Inclusive of all travels expenses. Plus sponsor to provide and directly pay for hotel accommodations billed to their master account and \$100 meals per diem, in addition to the fee.
TECH REQUIREMENTS: LCD projector, brings his own PC laptop to attach to projector. Large screen or white wall space for projecting images from LCD projector. Often includes music, DVD & other video clips, so he needs the capacity to run sound from his laptop, either from large computer speakers or via connection to the house system. He needs a cordless, lavalier, lapel or over the ear headset microphone, small table or cart to support all of his equipment provided. If he is doing a formal plenary keynote, please provide a podium. He shows clips from youtube, which are already downloaded onto his computer. He'll bring his own teabags, requests hot water and cups for drinking tea throughout the day.
DEPOSIT: \$5,000.00 due 11/28/2016
BALANCE DUE: \$5,000.00 due 07/28/2017
All checks should be made payable to AEI Speakers Bureau.

Sponsor agrees to pay Agency as consideration for Artist's services the amounts set forth under the "TERMS" above. Payment is made in the form of a check, payable to AEI SPEAKERS BUREAU (FID #04-3102047) and mailed to 214 Lincoln Street, Suite 113 Allston, MA 02134.

The honorarium is understood to be for the Artist's presentation only and no additional activities, discussion groups, receptions, dinners, press interviews, television or radio arrangements shall be planned by the Sponsor, nor expected of the Artist, unless expressly contained as part of the terms of this Agreement.

If applicable, any and all city, state, federal or foreign taxes shall be paid by Sponsor. (No taxes whatsoever shall be deducted from

the honorarium.)

It is understood that the Artist is an independent contractor and therefore assumes all responsibility for withholding tax, social security, state tax, public liability and workman's compensation insurance. As an independent contractor, the Artist shall have exclusive control over the means, methods and details of fulfilling the obligations stated above.

Expenses will include airfare (unless otherwise agreed) and other normal charges and expenditures, local lodging and meals, taxi cab or limousine fares, and any other expenses made necessary by the Artist's trip to, presence in, or trip from the city in which the program is presented. Reimbursement shall be limited to only those expenses actually incurred by the Artist.

Sponsor shall provide a well heated, lighted and proper place for the program, in good condition, together with all necessary stage accessories and properties including microphones and amplification system in proper working condition.

No lecture or program or any part thereof is to be reproduced, including, but not limited to, reproduction by broadcasting, video-taping or tape recording, without written permission of the Agency or Artist.

It is understood that this Agreement is binding on both parties, it cannot be canceled except as follows: The Agency and Sponsor mutually agree that either party may cancel this Agreement and all parties shall be released from any liability or damages hereunder if the Artist or Sponsor is unable to fulfill the terms of this Agreement due to an Act of God or any legitimate condition beyond the control of the Artist or Sponsor. However, it is agreed by both parties that "best efforts" will be made by both parties to so adapt that the program be presented as scheduled.

Should a personal emergency, illness or "Act of God" force the artist to cancel the Sponsor's date, the Agency will make its best effort to provide a comparable replacement Artist. AEI SPEAKERS BUREAU agrees to refund to the Sponsor any advances or deposits received from the Sponsor in the event the Artist cancels the Agreement and Agency can not provide a comparable Artist that is acceptable to the Sponsor. The foregoing rights of cancellation shall be in addition to any other provision respecting cancellation contained in this Agreement.

In the event of cancellation of this Agreement by the Artist or should the Artist be unable to appear as scheduled due to illness or an unforeseen emergency, or overriding obligation or professional responsibility, AEI SPEAKERS BUREAU will not have any liability for expenses or losses incurred by the Sponsor.

In the event that Artist is unavoidably delayed but arrives and presents his/her program in full as directed by Sponsor, the engagement will be considered to have been completed as agreed and all fees, honorariums and other charges shall be due and paid in full.

Your signed copy of this Agreement is acknowledgment that Artist has agreed to appear at the time and place specified above. It is agreed by both parties that any delay in the Artist's appearance shall not subject Agency to liability as long as Agency has used its best efforts to assure Artist's appearance as scheduled.

Sponsor acknowledges that AEI SPEAKERS BUREAU acts as the Artist's agent and shall not be liable in any way for Artist's actions including, but not limited to, his/her acts, omissions or statements.

Deposits received are not refundable if the Sponsor cancels this Agreement for any reason. In the event of breach or cancellation of this Agreement by the Sponsor up to 60 days prior to the event, the entire deposit shall be immediately due AEI SPEAKERS BUREAU.

In the event of Sponsor's breach or cancellation of this Agreement within 60 days of the scheduled event, the entire honorarium shall be due immediately to AEI SPEAKERS BUREAU.

This Agreement shall be construed under and governed in all respects by the laws of the Commonwealth of Massachusetts without regard to conflict of law principles. The parties agree that the Superior Court of the Commonwealth of Massachusetts and the United States Court for the District of Massachusetts shall have exclusive jurisdiction to consider any matters related to this Agreement, including without limitation any claim for violation of this Agreement.

The Sponsor may not publicize this event until the contract is signed and returned along with the required deposit.

In the event the Sponsor fails or refuses to provide any of the items herein stated, or fails or refuses to make any of the payments as provided herein or to proceed with the engagement, the Artist shall have no obligation to perform this Agreement.

If this Agreement is not received within twenty (20) days of the date "entered into," Agency reserves the right to cancel this engagement.

The representative of the Sponsor, in signing this Agreement, warrants that he/she signs as a duly representative of Sponsor and does not assume any personal liability. The Agency representative warrants that the Agency has expressed authority to contract on behalf of the Artist.

This Agreement cannot be changed, modified, waived or discharged in whole or in part except in writing and signed by the parties hereto.

Sponsor's Correspondant: Mrs. Marcia Grimm
Riceville Community School
912 Woodland Ave.
Riceville, IA 50466
Business Phone: 641-985-2288
Sponsor: Riceville Community School

Sponsor Signature

Date

AEI Speakers Bureau

Date

American Entertainment International, Inc.
214 Lincoln Street, Suite 113, Allston, Massachusetts 02134
Phone: 617-782-3111 - Fax: 617-782-3444 - Toll Free: 800-44-SPEAK (77325)
staff@aeispeakers.com - www.aeispeakers.com



RETREAT CONTRACT

507-533-4315 office
507-533-8126 fax
office@ironwoodsprings.com
www.ironwoodsprings.com
www.miraclelodge.com
7291 CR 6 SW, Stewartville, MN 55976

For Office Use Only:

Contract date: 10/26/2016
Retreat Arrival date: 28-Aug-17
Departure date: 28-Aug-17
Deposit Received: \$
Date:
CK# CC

Ironwood Springs Christian Ranch is committed to the success of your event. Your compliance to the terms and conditions listed here will allow us to prepare and organize for your event in a timely manner, avoiding potential mistakes and misunderstandings that can come from last minute changes.

GROUP INFORMATION

Name (as it should appear on marquee): Riceville Staff Training (RivS)

Leader's Name: Marcia Grimm Address: 912 Woodland Ave City: Riceville Zip: 50466

Leader's Phone: Cell: 641-832-8677 Email: mgrimm@riceville.k12.ia.us

Advance team arrival: Group Arrival: 8:00 AM Group Departure: 3:00 PM

FINANCIAL COMMITMENT

Cost per person/or projected fee \$ 910.00 (Includes 0 nights lodging, 1 meals, and facilities as outlined in profile.)

➤ Guaranteed number of campers: 40 (This is the minimum number of campers the group agrees to pay for.)

Note: Infants 0-3 are FREE, but do not apply to guaranteed minimum. Day guests do not apply to overnight group minimum.

➤ 7 days prior to the event the exact number of guests is needed to properly plan for space and meals.

➤ Please review Financial Responsibilities/Policies/Guidelines pages. Please initial you have read and agree

Balance of the payment in cash or check form made payable to Ironwood Springs Christian Ranch, is required prior to conclusion of the retreat.

FACILITIES EXPECTATIONS:

Please leave buildings as you found them. Cleaning supplies are available. NO alcohol on Ironwood property. NO smoking or pets in any Ironwood facility. Ironwood provides linens ONLY for retreat groups staying in the Miracle Lodge. The Miracle Lodge elevator is only for handicapped individuals or those transporting luggage. You can expect to share the grounds and have meals with other retreat groups. Ironwood's offered activities must be pre-arranged at time of reservation or at least one week in advance of retreat date. The group representative agrees to be responsible for damage to any part of the facility used by the representative, their guests, invitees, employees or other agents under the group representative's control.

Please review Policies and Guidelines page.

INSURANCE:

Ironwood does NOT provide insurance for guests on the premises. If your group or organization provides insurance, *Please send a copy of the Certificate of Insurance naming Ironwood Springs Christian Ranch as an additional insured party for the dates of the retreat on the contract along with the signed contract and deposit.

WAIVER/RELEASE AGREEMENT:

Retreat group agrees to hold harmless, indemnify and defend Ironwood Springs Christian Ranch (including Ironwood's agents, employees, and representatives) from any and all liability for injury or damage including, but not limited to, bodily injury, personal injury, emotional injury, or property damage which may result from any person using the Ironwood premises, its entrances and exits, and surrounding areas, for groups purposes, regardless of whether such injury or damage results from the negligence of Ironwood Springs Christian Ranch (including Ironwood's agents, employees and representatives).

If you are in agreement, please sign, date and return along with \$ 230.00 deposit before 11/16/2016

This contract is nullified and all reserved space may be made available to other groups if signed contract is not returned with required deposit by listed above due date.

Signature of person in charge

Date

Signature of financial representative

Date

For further questions call 507-533-4315. May God bless your retreat and we look forward to serving you!