

- e. Out of State Travel Requests
*on attached sheet

8. Action Items

- a. Approve the Retirement Incentive Plan.
- b. Approve Contract with Medical Enterprises, Inc. for DOT Drug and Alcohol Testing for 2019
- c. Approve Request to the School Budget Review Committee for Modified Supplemental Amount and Supplemental Aid for the 2019-2020 Dropout Prevention Program in the amount of \$261,868.00, for expenditures necessary to implement the 2019-2020 at-risk and dropout prevention program plans.
- d. Approve Contract with the Iowa Department of Public Health for a Food Insecurity – Fresh Produce – Senior Box Grant
- e. Accept SEA and SSA+ Letters of Intent to Bargain

9. Discussion Items

- a. Football Field Light Bids

10. Informational Items

Next Regular Meeting – February 11, 2019 at 5:00 P.M.

Set Hearing Dates for the Football Field Light Bids Project, Window & Panels at HS, and District Calendar

Set Work Session Dates

11. Adjournment

Shenandoah Community School District
Minutes of the Regular Meeting of the Board of Directors – December 10, 2018
Administration Board Room

Call to Order:

Board President Jean Fichter called the meeting to order at 5:02 pm.

Roll Call:

Roll Call was answered by Directors Jean Fichter, Kathy Langley and Greg Ritchey. Also present were Superintendent Dr. Kerri Nelson, School Business Official Sherri Ruzek and Board Secretary Lisa Holmes. Absent were Directors Kip Anderson and Adam Van Der Vliet.

Mission Statement:

The SCSD Mission Statement was read by Director Kathy Langley.

Welcome to Audience:

Board President Jean Fichter welcomed everyone to the meeting.

Open Forum:

No one addressed the board.

Consent Agenda:

Approve the consent agenda to include previous minutes, the financial accounts and the payment of bills. Personnel Requests: Contracts: Amy Nielsen, Football Cheer Sponsor – 2019 year. Resignations: Shannon Gilbert, Asst. VB Coach. Fundraising Requests: on attached sheet. Out of State Travel Requests: on attached sheet. Motion to Approve by Director Ritchey, 2nd by Director Langley. 3 Ayes with Directors Anderson and Van Der Vliet absent – Motion passes.

Action Items:

Accept the donation of equipment from H&H. There will be some reoccurring costs. Motion to accept by Director Ritchey, 2nd by Director Langley. 3 Ayes with Directors Anderson and Van Der Vliet absent – Motion passes.

Approve contract with Brightspark Travel for the 2020 Junior/Senior trip to Washington DC, Philadelphia and New York City. Motion by Director Langley, 2nd by Director Ritchey. 3 Ayes with Directors Anderson and Van Der Vliet absent – Motion passes.

Discussion Items:

Retirement Incentive Plan: Dr. Kerri Nelson shared with the board that an informal survey showed there are 26 staff members interested in retirement in the next 5 years with 9 of those currently meeting the eligibility requirements that were used in the last retirement incentive offered. A retirement incentive for this year may be an action item for the January meeting.

Update of Facility Planning: Dr. Kerri Nelson updated the board on the progress of the facility planning. A meeting has taken place with the architects and also with several community groups over the last few weeks. A board work session is being planned for December 17th.

Next Board Meeting: Regular Meeting – January 14, 2019 at 5:00 p.m.

Adjournment at 5:17 pm. Motion by Director Langley, 2nd by Director Ritchey. 3 Ayes with Directors Anderson and Van Der Vliet absent – Motion passes.

Board Secretary

Board President

Shenandoah Community School District
Minutes of the Work Session of the Board of Directors – December 17, 2018
Administration Board Room

Call to Order:

Board President Jean Fichter called the meeting to order at 4:05 pm.

Roll Call:

Roll Call was answered by Directors Jean Fichter, Kathy Langley, Greg Ritchey and Adam Van Der Vliet. Also present were Superintendent Dr. Kerri Nelson, Board Secretary Lisa Holmes, High School Principal Jason Shaffer and Building and Grounds Director Dennis Rogers.

Mission Statement:

The SCSD Mission Statement was read by Director Van Der Vliet.

Discussion Items:

Director Anderson arrived at 4:20 pm.

Facility Project: The board discussed building repairs and facility needs with DLR Group representatives. A committee will be formed to help determine needs and wants for the project.

Director Langley left at 5:15 pm.

Adjournment:

Adjournment at 6:35 pm. Motion by Director Ritchey, 2nd by Director Van Der Vliet. 4 Ayes with Director Langley absent – Motion passes.

Board Secretary

Board President

Shenandoah Community School District Board of Directors
January 8, 2019 – 5:00 p.m.
Shenandoah High School Facility Tour

Shenandoah Board Members Jean Fichter, Kathy Langley and Adam Van Der Vliet, Superintendent Dr. Kerri Nelson and Building and Grounds Supervisor Dennis Rogers toured the Shenandoah High School facility and grounds.

Board Secretary

Board President

SHENANDOAH ACCOUNT BALANCES		December				
ACCOUNT	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
General Fund (10)						
Beg Balance Checking (Century)	\$731,355.95	\$614,292.70	\$157,455.18	\$128,642.93	\$508,256.64	\$206,504.02
Beg Balance Savings (Century)	\$2,963,668.37	\$2,389,351.25	\$2,146,569.97	\$2,576,369.63	\$3,120,021.16	\$3,391,818.49
Revenues	\$203,516.43	\$80,425.92	\$1,352,737.62	\$1,905,569.52	1,002,941.75	\$1,093,473.96
Expenditures	-\$894,896.80	-\$345,176.12	-\$966,872.04	-\$982,143.04	-1,009,487.13	-\$1,033,579.63
End Balance Checking (Century)	\$614,292.70	\$157,455.18	\$128,642.93	\$508,256.64	206,504.02	\$7,905.63
End Balance Savings (Century)	\$2,389,351.25	\$2,146,569.97	\$2,576,369.63	\$3,120,021.16	3,391,818.49	\$3,651,748.21
Total General Fund	\$3,003,643.95	\$2,304,025.15	\$2,705,012.56	\$3,628,277.80	\$3,598,322.51	\$3,659,653.84
Management Fund (22)						
Beg Balance Checking (Century)	\$317.80	\$6,632.76	\$2,417.06	\$4,180.71	\$1,548.88	\$2,743.88
Beg Balance Savings (Century)	\$291,246.83	\$61,299.35	\$61,345.87	\$163,099.58	\$380,884.64	\$415,397.61
Revenues Checking	\$58.11	\$49.62	\$126,760.36	\$217,787.23	\$51,799.97	\$22,616.15
Expenditures Checking	-\$223,690.63	-\$4,218.80	-\$23,243.00	-\$2,634.00	-\$16,092.00	-\$23,243.00
End Balance Checking (Century)	\$6,632.76	\$2,417.06	\$4,180.71	\$1,548.88	\$2,743.88	\$4,510.60
End Balance Savings (Century)	\$61,299.35	\$61,345.87	\$163,099.58	\$380,884.64	\$415,397.61	\$413,004.04
Total Management Fund	\$67,932.11	\$63,762.93	\$167,280.29	\$382,433.52	\$418,141.49	\$417,514.64
SAVE Fund (33)						
Beg Balance Checking (Century)	\$491,908.84	\$491,208.55	\$460,077.90	\$217,217.18	\$201,261.74	\$123,178.73
Beg Balance Savings (Century)	\$1,535,701.55	\$1,587,190.71	\$1,639,186.41	\$1,690,933.66	\$1,743,042.03	\$1,862,410.73
Revenues Checking	\$86,654.25	\$87,474.94	\$86,990.44	\$87,312.18	154,490.44	\$90,130.58
Expenditures Checking	-\$35,865.38	-\$66,609.89	-\$278,103.91	-\$51,159.25	-113,204.75	-\$44,733.08
End Balance Checking (Century)	\$491,208.55	\$460,077.90	\$217,217.18	\$201,261.74	123,178.73	\$113,576.16
End Balance Savings (Century)	\$1,587,190.71	\$1,639,186.41	\$1,690,933.66	\$1,743,042.03	1,862,410.73	\$1,917,410.80
Total SAVE Fund	\$2,078,399.26	\$2,099,264.31	\$1,908,150.84	\$1,944,303.77	\$1,985,589.46	\$2,030,986.96
PPEL Fund (36)						
Beg Balance Checking (Century)	\$192,843.17	\$117,509.08	\$40,298.42	\$28,645.82	\$38,538.65	\$95,353.30
Beg Balance Savings (Century)	\$268,704.39	\$273,867.53	\$53,908.41	\$58,917.02	\$63,789.39	-\$2,533.44
Revenues Checking	\$5,262.16	\$58.85	\$35,012.38	\$54,889.51	\$13,680.10	\$152,489.98
Expenditures Checking	-\$75,433.11	-\$292,831.63	-\$42,559.89	-\$40,124.31	-\$23,188.28	-\$11,436.83
Expenditures Accts Pay						
End Balance Checking (Century)	\$117,509.08	\$40,298.42	\$28,645.82	\$38,538.65	\$95,353.30	\$84,097.76
End Balance Savings (Century)	\$273,867.53	\$53,908.41	\$58,917.02	\$63,789.39	-\$2,533.44	\$149,775.25
Total PPEL Fund	\$391,376.61	\$94,206.83	\$87,562.84	\$102,328.04	\$92,819.86	\$233,873.01
Debt Service Fund (40)						
Beg Balance Checking (Century)	\$1,534.27	\$1,534.27	\$1,536.24	\$1,538.69	\$1,540.84	-\$325,057.47
Beg Balance Savings (Century)	\$538,356.80	\$173,911.32	\$174,043.30	\$285,558.83	\$479,104.51	\$524,382.32
Beg Balance Fiscal Agent (Century)	\$48,754.53	\$83,554.17	\$118,485.58	\$153,428.07	\$188,481.13	\$223,538.92
Revenues Checking	\$39,361.16	\$35,065.36	\$146,460.47	\$228,600.89	\$80,337.29	\$54,801.71
Expenditures Checking	-\$369,007.00	\$0.00			-\$326,600.00	\$0.00
Transfer						
End Balance Checking (Century)	\$1,534.27	\$1,536.24	\$1,538.69	\$1,540.84	-\$325,057.47	\$45,455.00
End Balance Savings (Century)	\$173,911.32	\$174,043.30	\$285,558.83	\$479,104.51	\$524,382.32	\$173,548.03
End Balance Fiscal Agent (Century)	\$83,554.17	\$118,485.58	\$153,428.07	\$188,481.13	\$223,538.92	\$258,662.45
Total Debt Service Fund	\$258,999.76	\$294,065.12	\$440,525.59	\$669,126.48	\$422,863.77	\$477,665.48
Total Checking Acct 1	\$1,231,177.36	\$661,784.80	\$380,225.33	\$751,146.75	\$102,722.46	\$255,545.15
Total Savings Acct 1	\$4,485,620.16	\$4,075,053.96	\$4,774,878.72	\$5,786,841.73	\$6,191,475.71	\$6,305,486.33

SHENANDOAH ACCOUNT BALANCES			December			
Total Savings Acct 15	\$83,554.17	\$118,485.58	\$153,428.07	\$188,481.13	\$223,538.92	\$258,662.45
Grand Total Acct 1	\$5,800,351.69	\$4,855,324.34	\$5,308,532.12	\$6,726,469.61	\$6,517,737.09	\$6,819,693.93
Reconciliation						
Bank Statement Checking (Century)	\$1,305,684.97	\$904,407.36	\$568,638.79	\$998,597.11	\$308,221.69	\$397,315.67
Bank Statement Savings (Century)	\$4,485,871.56	\$4,075,053.96	\$4,774,878.72	\$5,786,841.73	\$6,191,475.71	\$6,305,486.33
Bank Statement Fiscal Agent (Cent)	\$83,554.17	\$118,485.58	\$153,428.07	\$188,481.13	\$223,538.92	\$258,662.45
Less Outstanding Checks	-\$74,759.01	-\$242,622.56	-\$188,113.46	-\$247,450.36	-\$205,499.23	-\$142,340.28
Outstanding Deposits/GJE	\$0.00		-\$300.00			\$569.76
Total Reconciliation	\$5,800,351.69	\$4,855,324.34	\$5,308,532.12	\$6,726,469.61	\$6,517,737.09	\$6,819,693.93
Amount Reconciliation Off	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
ACCOUNT						
	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
Activity Fund (21)						
Beg Balance Checking	\$9,790.09	\$4,567.95	\$5,366.71	-\$968.39	\$15,992.38	\$3,682.50
Beg Balance Savings	\$120,826.36	\$124,785.29	\$133,771.82	\$156,937.58	\$143,159.30	\$162,554.13
Revenues Savings	\$5,532.58	\$18,510.74	\$33,180.83	37224.95	\$35,402.02	\$18,349.47
Expenditures Checking	-\$6,795.79	-\$9,054.93	-\$16,350.17	-\$34,042.46	-\$28,317.07	-\$31,504.33
Expenditures Savings						
End Balance Checking	\$4,567.95	\$5,366.71	-\$968.39	\$15,992.38	\$3,682.50	\$2,338.14
End Balance Savings	\$124,785.29	\$133,771.82	\$156,937.58	\$143,159.30	\$162,554.13	\$150,743.63
Total Activity Fund	\$129,353.24	\$139,138.53	\$155,969.19	\$159,151.68	\$166,236.63	\$153,081.77
Scholarships (81)						
Beg Balance Checking	\$150.00	\$75.00	\$875.00	\$750.00	\$750.00	\$1,150.00
Beg Balance Savings	\$395,695.84	\$393,830.25	\$392,463.85	\$391,592.87	\$391,725.91	\$390,856.60
Revenues Savings	\$2,134.41	\$133.60	\$129.02	\$133.04	130.69	\$199.17
Expenditures Checking	-\$2,075.00	-\$700.00	-\$1,125.00		-600	-\$500.00
Expenditures Savings						
End Balance Checking	\$75.00	\$875.00	\$750.00	\$750.00	\$1,150.00	\$650.00
End Balance Savings	\$393,830.25	\$392,463.85	\$391,592.87	\$391,725.91	\$390,856.60	\$391,055.77
Total Scholarships	\$393,905.25	\$393,338.85	\$392,342.87	\$392,475.91	\$392,006.60	\$391,705.77
Agency Fund (91)						
Beg Bal Checking	-\$257.19	-\$257.19	\$242.81	\$214.74	\$141.91	\$107.41
Beg Bal Savings	\$2,144.36	\$2,144.36	\$1,644.36	\$1,644.36	\$1,824.06	\$1,847.06
Revenues Savings				\$179.70	\$23.00	\$139.00
Expenditures Checking			-\$28.07	-\$72.83	-\$34.50	-\$54.36
Expenditures Savings						
End Balance Checking	-\$257.19	\$242.81	\$214.74	\$141.91	\$107.41	\$53.05
End Balance Savings	\$2,144.36	\$1,644.36	\$1,644.36	\$1,824.06	\$1,847.06	\$1,986.06
Total Agency Fund	\$1,887.17	\$1,887.17	\$1,859.10	\$1,965.97	\$1,954.47	\$2,039.11
Total Checking Acct 2	\$4,385.76	\$6,484.52	-\$3.65	\$16,884.29	\$4,939.91	\$3,041.19
Total Savings Acct 2	\$520,759.90	\$527,880.03	\$550,174.81	\$536,709.27	\$555,257.79	\$543,785.46
Grand Total Acct 2	\$525,145.66	\$534,364.55	\$550,171.16	\$553,593.56	\$560,197.70	\$546,826.65

SHENANDOAH COMMUNITY SCHOOL DISTRICT
EXPENDITURES/EXPENSES TO CERTIFIED BUDGET COMPARISON
THROUGH DECEMBER 2018

OTHER

	FUNCTION	GENERAL	MGMNT	AGENCY	PPEL	TRUST FUND	ACTIVITY
INSTRUCTION	1XXX	\$2,714,183.69	\$112,516.36	\$189.76		\$5,000.00	\$120,114.55
SUPPORT SERVICES	2XXX	\$1,609,628.80	\$178,667.37		\$319,585.01		
NON-INSTRUCTIONAL	3XXX		\$1,937.70		\$970.16		
FACILITIES ACQ & CONST	4XXX				\$154,914.28		
DEBT	5XXX						
AEA FLOW THROUGH	6100	\$235,215.00					
TRANSFERS	62XX						
AUDITOR ADJ	69xx						
TOTAL		\$4,559,027.49	\$293,121.43	\$189.76	\$475,469.45	\$0.00	\$120,114.55
PUBLISHED BUDGET		\$13,403,404.00	\$375,000.00	\$0.00	\$755,000.00	\$0.00	\$300,000.00
% USED		34.01%	78.17%	#DIV/0!	62.98%	#DIV/0!	40.04%

% avg/mo/calc - 100%/12 mo X # months illustrated

0.00%

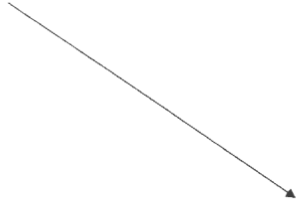
	FUNCTION	SAVE	DEBT SERVICE	NUTRITION	NOT USED	TOTAL USED	PUB BUDGET	% OF BUDGET
INSTRUCTION	1XXX					\$2,952,004.36	\$9,470,000.00	31.17%
SUPPORT SERVICES	2XXX	\$258,172.54		\$478.40		\$2,366,532.12	\$4,836,100.00	48.93%
NON-INSTRUCTIONAL	3XXX			\$269,009.41		\$271,917.27	\$765,000.00	35.54%
FACILITIES ACQ & CONST	4XXX	\$121,269.99				\$276,184.27	\$650,000.00	42.49%
DEBT	5XXX		\$327,100.00			\$327,100.00	\$1,100,000.00	29.74%
AEA FLOW THROUGH	6100					\$235,215.00	\$508,404.00	46.27%
TRANSFERS	62XX	\$209,119.52				\$209,119.52	\$430,000.00	48.63%
AUDITOR ADJ	69XX			\$23,777.00		\$23,777.00		#DIV/0!
ENDING BALANCE								#DIV/0!
TOTAL		\$588,562.05	\$327,100.00	\$293,264.81	\$0.00	\$6,661,849.54	\$17,759,504.00	37.51%
PUBLISHED BUDGET		\$1,100,000.00	\$1,100,000.00	\$726,100.00	\$0.00		\$17,759,504.00	
% USED		53.51%	29.74%	40.39%	#DIV/0!		37.51%	

SHENANDOAH COMMUNITY SCHOOL DISTRICT
 CALCULATION OF MISCELLANEOUS INCOME
 2018-19

	STATE AID Source Codes 3111, 3113, 3204 3210, 3342, 3110, 3376	FOUR YEAR-OLD PRESCHOOL Source Code 3117	AEA FLOWTHROUGH Source Code 3214	PROPERTY TAX Source Codes 1110-1119	INCOME SURTAXES Source Codes 1130-1139	EXCISE TAXES UTILITY REPL. Source Codes 1170-1179	MOBILE HOME TAXES Source Codes 1190-1191	** MISCELLANEOUS Source Codes All Other	TOTAL REVENUE (Includes Flowthrough)
JUL			\$39,202.50					\$13,903.94	\$53,106.44
AUG	\$20,569.00		\$39,202.50					\$20,654.42	\$80,425.92
SEP	\$646,863.00	\$21,449.00	\$39,202.50	\$633,178.01		\$629.94	\$220.39	\$11,415.17	\$1,352,737.62
OCT	\$646,863.00	\$21,449.00	\$39,202.50	\$1,092,289.12		\$1,767.88		\$103,998.02	\$1,905,569.52
NOV	\$646,863.00	\$21,449.00	\$39,202.50	\$210,852.20		\$39,459.04		\$45,116.01	\$1,002,941.75
DEC	\$646,863.00	\$21,449.00	\$39,202.50	\$75,265.27	\$146,633.25			\$164,060.94	\$1,093,473.96
JAN									\$0.00
FEB									\$0.00
MAR									\$0.00
APR									\$0.00
MAY									\$0.00
JUN									\$0.00
TOTAL	\$2,608,021.00	\$85,796.00	\$235,215.00	\$2,011,584.60	\$146,633.25	\$41,856.86	\$220.39	\$359,148.50	\$5,488,255.21

** Fill in STATE AID, INSTRUCTIONAL SUPPORT, FOUR YEAR-OLD PRESCHOOL, STATE FISCAL STABILIZATION, AEA FLOWTHROUGH, PROPERTY TAX, INCOME SURTAXES, EXCISE TAXES and TOTAL REVENUE columns. The MISC column will automatically be filled in and transferred to the UNSPENT AUTHORIZED BUDGET CALCULATION at the right

Yellow indicates a formula)



SHENANDOAH COMMUNITY SCHOOL DISTRICT
UNSPENT AUTHORIZED BUDGET CALCULATION
2018-19

REGULAR PROGRAM DISTRICT COST	\$7,294,414.00	
+ REGULAR PROGRAM BUDGET ADJUSTMENT	\$0.00	
+ SUPPLEMENTARY WEIGHTING DISTRICT COST	\$135,010.00	
+ SPECIAL ED DISTRICT COST	\$910,909.00	
+ TEACHER SALARY SUMMPLEMENT DISTRICT COST	\$662,009.00	
+ PROF DEV SUPPLEMENT DISTRICT COST	\$71,623.00	
+ EARLY INTERVENTION SUPPL DISTRICT COST	\$84,109.00	
+ TEACHER LEADERSHIP SUPPLEMENT	\$353,567.00	
+ AEA SPECIAL ED SUPPORT	\$360,420.00	
+ AEA SPECIAL ED SUPPORT ADJUSTMENT	\$0.00	
+ AEA MEDIA SERVICES	\$60,037.00	
+ AEA EDUCATIONAL SERVICES	\$66,381.00	
+ AEA SHARING DISTRICT COST	\$0.00	
+ AEA TEACHER SALARY SUPPL DISTRICT COST	\$37,007.00	
+ AEA PROF DEV SUPPL DISTRICT COST	\$3,959.00	
+ DROPOUT ALLOWABLE GROWTH	\$183,324.00	
+ SBRC ALLOWABLE GROWTH OTHER #1	\$81,450.00	(Increased Enrollment)
+ SBRC ALLOWABLE GROWTH OTHER #2 (LEP)	\$68,841.94	
+ SPECIAL ED DEFICIT ALLOWABLE GROWTH	\$300,000.00	(Estimate)
- SPECIAL ED POSITIVE BALANCE REDUCTION	\$0.00	
- AEA SPECIAL ED POSITIVE BALANCE	\$0.00	
+ ALLOWANCE FOR CONSTRUCTION PROJECTS	\$0.00	
- UNSPENT ALLOWANCE FOR CONSTRUCTION	\$0.00	
+ ENROLLMENT AUDIT ADJUSTMENT	\$10,522.00	
- AEA PRORATA REDUCTION	\$57,385.00	
= MAXIMUM DISTRICT COST	<u>\$10,626,197.94</u>	
+ PRESCHOOL FOUNDATION AID	\$215,552.00	
+ INSTRUCTIONAL SUPPORT AUTHORITY	\$535,920.00	
+ ED IMPROVEMENT AUTHORITY	\$0.00	EST
+ OTHER MISCELLANEOUS INCOME	\$359,148.50	
+ UNSPENT AUTH BUDGET - PREVIOUS YEAR	<u>\$3,132,896.00</u>	
= MAXIMUM AUTHORIZED BUDGET	<u>\$14,869,714.44</u>	
- EXPENDITURES	<u>\$4,559,027.49</u>	30.66%
= UNSPENT AUTHORIZED BUDGET	<u><u>\$10,310,686.95</u></u>	

EXPENDITURES

JULY	\$221,769.53
AUGUST	\$345,176.12
SEPTEMBER	\$966,872.04
OCTOBER	\$982,143.04
NOVEMBER	\$1,009,487.13
DECEMBER	\$1,033,579.63
JANUARY	
FEBRUARY	
MARCH	
APRIL	
MAY	
JUNE	
TOTAL	<u><u>\$4,559,027.49</u></u>

MONTHLY BOARD VENDOR BILLS
 January 2019 Accounts Payable

Vendor Name	Invoice Detail Amount	Invoice Detail Description
Checking Account ID 20	Fund Number 61	SCHOOL NUTRITION FUND
BMO MASTERCARD	133.96	SNF SUPPLIES
COUNTY LINE DESIGN	152.00	SNF SUPPLIES
DEAN FOODS NORTH CENTRAL, LLC	4,374.47	SNF FOOD FOR THE FOODSERVICE PROGRAM
EARTHGRAINS BAKING CO'S INC	166.40	SNF FOOD FOR THE FOODSERVICE PROGRAM
FAREWAY STORES	15.48	SNF FOOD FOR THE FOODSERVICE PROGRAM
HY-VEE	833.88	FOOD FOR CATERING
MARTIN BROS DIST	23,048.30	SNF FOOD FOR THE FOODSERVICE PROGRAM
SHENANDOAH ACTIVITY FUND	414.00	SNF FOOD FOR THE FOODSERVICE PROGRAM
SMITH VENDING	724.50	SNF FOOD FOR THE FOODSERVICE PROGRAM
TIMOTHY OWEN	61.05	DAILY SALES-SCHOOL LUNCHES
Fund Number 61	<u>29,924.04</u>	
Checking Account ID 20	29,924.04	
Checking Account ID 3	Fund Number 21	ACTIVITY FUND
4 SEASONS FUNDRAISING	6,049.82	SUPPLIES/FFA
ANTHONY EBLEN	125.00	GENERAL ATHLETICS OFFICIAL
BMO MASTERCARD	1,566.59	SUPPLIES/SHEN WRESTLERS
BMO MASTERCARD	14.00	DUES/FCCLA
BMO MASTERCARD	529.76	SUPPLIES/FFA
BMO MASTERCARD	1,302.46	DRAMA SUPPLIES
BMO MASTERCARD	336.37	MAY MENTORING ACTIVITY SUPPLIES
BMO MASTERCARD	299.00	SUPPLIES/GENERAL ATHLETICS
BMO MASTERCARD	291.18	TRAVEL/CHEERLEADERS
BRIEN MCCREADY	125.00	GENERAL ATHLETICS OFFICIAL
BRODY BOPP	36.00	GENERAL ATHLETIC WORKERS
CHAD TIEMEYER	70.00	GENERAL ATHLETICS OFFICIAL
CHRIS ETHEN	125.00	GENERAL ATHLETICS OFFICIAL
CHRISTOPHER JOHNSON	150.00	GENERAL ATHLETICS OFFICIAL
CURTIS OSBORN	540.00	GENERAL ATHLETICS OFFICIAL
DENNIS PERRY	70.00	GENERAL ATHLETICS OFFICIAL
DENNY HOWARD	54.00	GENERAL ATHLETIC WORKERS
DOUG DICKINSON	560.00	GENERAL ATHLETICS OFFICIAL
DUSTY SKAHILL	90.00	GENERAL ATHLETIC WORKERS
ERIC FOX	125.00	GENERAL ATHLETICS OFFICIAL
FAREWAY STORES	4,561.25	MUSTANG FIELD CONCESSION SUPPLIES
FRIEND HIGH SCHOOL	125.00	ENTRY FEE TO ANOTHER SCHOOL
GARY LOU VAN ERT	135.00	GENERAL ATHLETICS OFFICIAL
GREAT AMERICAN SAVINGS	2,851.20	BPA SUPPLIES
HAILEY O'HARA	36.00	GENERAL ATHLETIC WORKERS
HEATH NELSON	240.00	GENERAL ATHLETICS OFFICIAL
HOWARD SPORTING GOODS	717.80	SUPPLIES/GENERAL ATHLETICS
IOWA DEPARTMENT OF INSPECTION AND APPEALS	150.00	SUPPLIES/GENERAL ATHLETICS
IOWA HIGH SCHOOL ATHLETIC ASSN	115.00	STUDENT ENTRY-REGISTR/MS STUDENT COUNCIL
IOWA HIGH SCHOOL SPEECH ASSOCIATION	261.00	REGISTRATION/SHS SPEECH CLUB
JAKE CERVEN	400.00	GENERAL ATHLETICS OFFICIAL
JAMES DRIVER	250.00	GENERAL ATHLETICS OFFICIAL
JANE GUTSCHENRITTER	36.00	GENERAL ATHLETIC WORKERS
JEFF LAUGHLIN	310.00	GENERAL ATHLETICS OFFICIAL
JOE NEBEL	54.00	GENERAL ATHLETIC WORKERS
JOHN LAUGHLIN	36.00	GENERAL ATHLETIC WORKERS
JOSH MORSE	250.00	GENERAL ATHLETICS OFFICIAL
JUGS SPORTS	3,395.00	SUPPLIES/GENERAL ATHLETICS
JUSTIN MILLER	150.00	GENERAL ATHLETICS OFFICIAL
KALEB GARNER	108.00	GENERAL ATHLETIC WORKERS
KIM LEININGER	49.70	MAY MENTORING ACTIVITY SUPPLIES
KYLE OWENS	36.00	GENERAL ATHLETIC WORKERS

MONTHLY BOARD VENDOR BILLS
 January 2019 Accounts Payable

Vendor Name	Invoice Amount	Invoice Detail	Description
MADISON GODFREAD	36.00	GENERAL ATHLETIC WORKERS	
MT AYR CSD	125.00	ENTRY FEE TO ANOTHER SCHOOL	
NEBRASKA CITY HIGH SCHOOL	100.00	ENTRY FEE TO ANOTHER SCHOOL	
NICOLE WENSTRAND	70.00	GENERAL ATHLETICS OFFICIAL	
NORTH POLK HIGH SCHOOL	100.00	ENTRY FEE TO ANOTHER SCHOOL	
RIEMAN MUSIC DES MOINES	175.49	RESALE/MARCHING MUSTANGS	
RIVERSIDE CSD	80.00	ENTRY FEE TO ANOTHER SCHOOL	
ROCSTOP - WHITEHILLS	1,070.00	BPA SUPPLIES	
RON HANSEN	126.00	GENERAL ATHLETIC WORKERS	
SETH WARD	130.00	GENERAL ATHLETICS OFFICIAL	
SHAWN STRUCK	500.00	GENERAL ATHLETICS OFFICIAL	
SHENANDOAH CSD	652.16	GENERAL ATHLETIC WORKERS	
SHENANDOAH SCHOOL LUNCH	775.00	SUPPLIES/GENERAL ATHLETICS	
SHERIDAN DECORATING	112.97	DRAMA SUPPLIES	
SPORTSENGINE/TRACKWRESTLING	75.00	SUPPLIES/GENERAL ATHLETICS	
TREASURER STATE OF IOWA	56.00	SUPPLIES/SHEN GIRLS BB	
TROY NICKLAUS	560.00	GENERAL ATHLETICS OFFICIAL	
WILLIAM COATS	125.00	GENERAL ATHLETICS OFFICIAL	
ZACH WARD	130.00	GENERAL ATHLETICS OFFICIAL	
Fund Number 21	<u>31,724.75</u>		
Checking Account ID 3	Fund Number 81	TRUST FUNDS NON EXPENDABLE	
BRITNEY DOYLE/IWCC	500.00	SCHOLARSHIPS/I&C WILSON/ROLSCREEN	
LINDSEY WIESEN/NORTHWEST MISSOURI STATE UNIVERSITY	250.00	SCHOLARSHIPS/I&C WILSON	
MADISON REGAN/IOWA STATE UNIVERSITY	250.00	SCHOLARSHIPS/I&C WILSON/ROLSCREEN	
OLIVIA DENTON/UNIVERSITY OF IOWA	500.00	SCHOLARSHIPS/MONTY B PITNER	
Fund Number 81	<u>1,500.00</u>		
Checking Account ID 3	Fund Number 91	AGENCY FUND	
BMO MASTERCARD	54.36	MIX IT UP SUPPLIES	
Fund Number 91	<u>54.36</u>		
Checking Account ID 3	<u>33,279.11</u>		
Checking Account ID 30	Fund Number 10	GENERAL FUND	
ACCO BRANDS USA LLC	288.80	ELEM GENERAL ED SUPPLIES	
AMERICAN INSTITUTES FOR RESEARCH	273.00	ESL SUPPLIES	
BARBARA FARWELL	138.87	ESL TRAVEL	
BLICK ART MATERIALS	14.99	MS ART SUPPLIES	
BMO MASTERCARD - TRANSPORTATION I	77.20	TRANSPORTATION REPAIR PARTS	
BMO MASTERCARD	10.68	AD TRAVEL	
BMO MASTERCARD	684.14	MAINTENANCE BUILDING SUPPLIES	
BMO MASTERCARD	107.99	ELEM PRINCIPAL POSTAGE	
BMO MASTERCARD	736.28	HS VOCAL MUSIC TRAVEL	
BMO MASTERCARD	211.88	HS FCS SUPPLIES	
BMO MASTERCARD	99.98	PLANT SALES/SUPPLIES	
BMO MASTERCARD	91.05	TRANSPORTATION GASOLINE	
BMO MASTERCARD	2,731.23	CARL PERKINS SUPPLIES	
BMO MASTERCARD	57.49	TRANSPORTATION GASOLINE	
BMO MASTERCARD	30.00	MENTOR DUES & FEES	
BMO MASTERCARD	2,874.75	SUPERINTENDENT TRAVEL	
BMO MASTERCARD	95.36	MS GENERAL ED SUPPLIES	
BMO MASTERCARD	3,196.35	FOUNDATION GRANTS SUPPLIES	
BMO MASTERCARD	1,139.76	PRESCHOOL GENERAL SUPPLIES GRANT	
BMO MASTERCARD	86.16	BUSINESS MANAGER SUPPLIES	
BMO MASTERCARD	174.58	BOARD TRAVEL	
BMO MASTERCARD	23.40	TRANSPORTATION GASOLINE	
BMO MASTERCARD	187.82	SUPERINTENDENT POSTAGE	
BMO MASTERCARD	440.24	PRESCHOOL GENERAL SUPPLIES GRANT	
BOYSTOWN PRESS	74.90	GENERAL SUPPLIES	

Vendor Name	Invoice Amount	Invoice Detail Description
CAPITAL SANITARY SUPPLY	38.93	MAINTENANCE CLEANING SUPPLIES
CENTERPOINT ENERGY	3,730.95	UTILITIES-GAS
CENTURYLINK	993.12	ELEM PRINCIPAL TELEPHONE
CHAT MOBILITY	104.75	SUPERINTENDENT TELEPHONE
CITY OF SHENANDOAH	14,037.04	WATER-SEWER
CODEMONKEY STUDIOS	400.00	TECHNOLOGY COORDINATOR RELATED SOFTWARE
CONTROL MANAGEMENT, INC.	108.00	MAINTENANCE BUILDING REPAIR SERVICES
COUNTY LINE DESIGN	60.00	MS PRINCIPAL FUNDRAISER SUPPLIES
CULLIGAN WATER	162.00	MAINTENANCE SUPPLIES
DON'S JOHNS & SEPTIC PUMPING	225.00	GROUNDS REPAIR SERVICES
EDCLUB, INC	162.90	MS GENERAL ED SUPPLIES
GLASS GUY, THE	442.65	MAINTENANCE BUILDING REPAIR SERVICES
GLENWOOD CSD	11,467.64	PURCHASE EDUCATIONAL/L3 IND COSTS
GREEN HILLS AEA	38,132.74	STAFF WORKSHOP/CONFERENCE REG
HARTMAN PUBLISHING	246.03	HOSA SUPPLIES
HOWARD SPORTING GOODS	2.55	HS PRINCIPAL SUPPLIES
IOWA ASSOCIATION OF SCHOOL BOARD	1,130.00	SUPERINTENDENT WORKSHOPS
IOWA COMMUNICATIONS NETWORK	6,153.17	MS PRINCIPAL TELEPHONE
IOWA DEPARTMENT OF HUMAN SERVICES	2,081.04	MEDICAID DIRECT SERVICES
IOWA WESTERN COMMUNITY COLLEGE	28,308.50	TUITION-COMMUNITY COLLEGES
IRESQ	105.00	TECH REPAIR & MAINTENANCE SUPPLIES
ISBGA	175.00	BUILDING & GROUNDS SUPERVISOR DUES
JAY DRUG	7.03	SCHOOL NURSE SUPPLIES
JAYMAR BUSINESS FORMS	136.13	BUSINESS MANAGER SUPPLIES
JB PARTS AND SUPPLY	4,720.99	TITLE IV SUPPLIES
JOHN GOWING PLUMBING AND HEATING INC.	146.33	MAINTENANCE BUILDING REPAIR SERVICES
JOSTENS	1,156.92	COMMENCEMENT
KAPLAN EARLY LEARNING	80.44	PRESCHOOL GENERAL SUPPLIES GRANT
MARK J BECKER & ASSOCIATES LLC	1,500.00	OTHER PROFESSIONAL SERVICES - ISCAP
MEDICAL ENTERPRISES	575.00	BUS DRIVER DRUG TESTING
MENARDS	148.33	HS IND ARTS RESALE INVENTORY
MIDAMERICAN ENERGY	12,586.64	UTILITIES-ELECTRICITY
MILLER BUILDING	118.52	MAINTENANCE SUPPLIES
MITEL NET SOLUTIONS	559.36	ELEM PRINCIPAL TELEPHONE
N2Y	129.73	MS GENERAL ED SUPPLIES
O'REILLY AUTO	259.80	TRANSPORTATION SUPPLIES
ORIENTAL TRADING	63.97	PRESCHOOL GENERAL SUPPLIES GRANT
ORME ELECTRIC	113.85	MAINTENANCE SUPPLIES
PEARSON EDUCATION	305.50	COMB WEIGHTED LEVEL SUPPLIES
PEPSI COLA BOTTLING	350.05	MS PRINCIPAL FUNDRAISER SUPPLIES
PETERSEN AUTO	5,260.25	VEHICLE REPAIR SERVICES
RALPH SHAFFER	75.00	HS VOCAL MUSIC SUPPLIES
REALITYWORKS	9,219.77	VOC AID SUPPLIES
REALLY GREAT READING	70.00	ELEM GENERAL ED SUPPLIES
RED OAK WELDING	158.45	HS IND ARTS RESALE INVENTORY
RIEMAN MUSIC DES MOINES	527.50	HS BAND SUPPLIES
RISE VISION	199.00	TECHNOLOGY COORDINATOR RELATED SOFTWARE
ROCSTOP - WHITEHILLS	1,386.35	MAINTENANCE GASOLINE
ROCSTOP CARDTROL	4,118.27	TRANSPORTATION GASOLINE
ROGERS PEST CONTROL LLC	210.00	MAINTENANCE PEST CONTROL CONTRACTED
SCHOLASTIC INC	20.99	PRESCHOOL GENERAL SUPPLIES GRANT
SHENANDOAH CHAMBER & INDUSTRY	284.00	MENTOR DUES & FEES
SHENANDOAH MEDICAL CENTER	95.00	BUS DRIVER PHYSICALS
SHENANDOAH SANITATION	591.90	MAINTENANCE GARBAGE COLLECTION
SHENANDOAH SCHOOL LUNCH	318.82	TRANSPORTATION SUPPLIES
SHERIDAN DECORATING	101.08	MAINTENANCE BUILDING SUPPLIES

Vendor Name	Invoice Amount	Invoice Detail	Description
SHIRLEY THRASHER	50.00	BUS DRIVER PHYSICALS	
SIGNS & SHINES	19.00	TRANSPORTATION SUPPLIES	
SITSPOTS	60.07	ELEM GENERAL ED SUPPLIES	
SOUTHWEST IOWA PARKING LOT	6,527.00	GROUNDS GENERAL SUPPLIES	
SOUTHWESTERN COMM COLLEGE	60.00	NON INSTRUCTION STAFF WORKSHOP/CONF REG	
SUPPLYWORKS	2,592.34	MAINTENANCE CLEANING SUPPLIES	
THOMAS BUS SALES	63.89	TRANSPORTATION REPAIR PARTS	
TIMBERLINE BILLING SERVICE LLC	135.15	MEDICAID BILLING SERVICES	
UPS	234.16	TECH REPAIR & MAINTENANCE SUPPLIES	
US BANK VOYAGER FLEET SYSTEMS	35.25	TRANSPORTATION GASOLINE	
US TOY CO	52.44	PRESCHOOL GENERAL SUPPLIES GRANT	
VALLEY PUBLICATIONS	357.25	BOARD NEWSPAPER ADVERTISING	
WALLIN PLUMBING & HEATING	712.08	MAINTENANCE BUILDING SUPPLIES	
WELLMARK BLUE CROSS BLUESHEILD	106,859.13	HEALTH INSURANCE PAYABLE CN	
ZIMCO SUPPLY	1,100.00	GROUNDS GENERAL SUPPLIES	
Fund Number 10	<u>286,566.64</u>		
Checking Account ID 30		Fund Number 33	SAVE (SECURE AN ADVANCED VISION FOR ED.
CAMBLIN MECHANICAL	7,422.17	HVAC SYSTEM	
CONTROL MANAGEMENT, INC.	3,025.62	HVAC SYSTEM	
FELD FIRE	1,175.00	SOFTWARE BACKUP HVAC	
ORME ELECTRIC	469.45	OTHER CONSTRUCTION	
SHERIDAN DECORATING	787.00	FURNITURE & FIXTURES	
TRUCK EQUIPMENT INC.	840.55	OTHER EQUIPMENT	
Fund Number 33	<u>13,719.79</u>		
Checking Account ID 30		Fund Number 36	PHYSICAL PLANT & EQUIPMENT
BLUPOINTE DRS	750.00	TECH RELATED SOFTWARE	
BMO MASTERCARD	2,525.72	REPAIRS & MAINTENANCE VEHICLES	
CDW GOVERNMENT	2,326.25	TECH RELATED SUPPLIES	
COUNSEL OFFICE & DOCUMENT	2,370.66	MIDDLE SCHOOL COPIER LEASE	
CULLIGAN WATER	243.47	RENTAL OF EQUIPMENT & VEHICLES	
FELD FIRE	1,848.41	OTHER PURCHASED PROPERTY SERVICES	
ONENECK IT SOLUTIONS	830.04	TECH RELATED SOFTWARE	
Fund Number 36	<u>10,894.55</u>		
Checking Account ID 30	<u>311,180.98</u>		

First Name	Last Name	Organization	Start Date	End Date	Name of Fundraiser	What specific funds will be used for	Percentage of profit	Population
Brett	Roberts	Ten 80 Racing	12/21/2018	1/21/2019	Coupon App Sells	New car parts, trips to competitions	50%	Staff or General Public
Brett	Roberts	Ten 80 Racing	1/7/2019	5/20/2019	Sponsorships for Team	New car parts, trips to competitions	100%	Local or Regional Businesses
Wendy	Fry	Student Council	1/7/2019	1/31/2019	Winter X Games T-shirts sales	Student Council	100% - minus cost of shirts	Students
Kim	Leininger	Shenandoah Schools	4/14/2019	4/14/2019	M.A.Y. Mentoring Fundraising Meal at Elks Club	Activities for mentors and students	50%	Staff or General Public
Carleen	Perry	Shenandoah Middle School	1/22/2019	2/12/2019	Penny War	School improvement - dodge balls, microwaves (PE & FCS)	100%	Students
Stephanie	Langner	SHS FCCLA	2/1/2019	2/18/2019	Fresh Florida Strawberries	conference fees and chapter operations	33%	Staff or General Public
Aaron	Burdorf	Shenandoah CSD	1/27/2019	1/27/2019	Softball pitching clinic Grades 3-8	Softball account for equipment, uniforms, etc	100%	Students
Aaron	Burdorf	Shenandoah CSD	3/31/2019	3/31/2019	Softball hitting clinic Grades 3-12	Softball related equipment, uniforms, etc	100%	Students

Date	Location	Grade Level/Class	Sponsor	
4/26/2019	Orpheum Theater - Omaha NE	Mentoring Program	Kim Leininger	12/14/2018
19-Jan-19	Nebraska City, NE	JV Boys basketball	Derek Howard	12/20/2018

Retirement Incentive Plan

Eligible staff members must be at least age **55 or older**, have been **continuously employed** by the district for at least **ten (10) years**, and cannot be on **Tier III Awareness or Tier III Improvement Plan (Teacher) or improvement plan (Support Staff)**.

Eligible Licensed Staff (teachers, principals, supervisors) will receive a total of \$16,000.00 over a two-year period. There will be two payments of \$8,000.00 made once a year in January using a **Special Pay Plan**. Payments will be made in January of 2020 and January of 2021. The District will pay for a single insurance policy for up to 4 years.

Eligible Support Staff will receive a total of \$10,000.00 over a two-year period. There will be two payments of \$5,000.00 made once a year in January using a **Special Pay Plan**. Payments will be made in January of 2020 and January of 2021. The District will pay for a single insurance policy for up to 4 years.

A maximum of **ten employees** will receive the incentive.

Application for retirement will be considered made when the employee states in writing to the superintendent, no later February 1, 2019. The **letter must state the employee's desire to retire** and be **witnessed by another party other than the principal or the superintendent**. Applications made after the date set by the board for the return of the employee's contract to the board may be considered by the board if special circumstances exist. It is within the **discretion of the board** to determine whether special circumstances exist.

Board action to approve a licensed employee's application for the retirement incentive is **final** and such action constitutes nonrenewal of the employee's contract for the next school year. This includes extra duty contracts.

Employees who retire under this policy may qualify for retirement benefits through the Iowa Public Employees Retirement System. It is the responsibility of the employee to work directly with the Iowa Public Employees Retirement System to determine eligibility for these benefits. The District is not responsible for determining eligibility.

Employees and their spouse and dependents are **allowed to continue coverage in the school district's group health insurance program** at their **own expense** by meeting the requirements of the insurer.

The **application and resignation letter** must be received at the Administration Building **no later than February 1, 2019**. It should be noted the Board does not intend to use the retirement incentive option for a number of years. However, such retirement incentives will be used at the discretion of the Board when it is deemed in the best interest of the district.

What is a Special Pay Plan?

The [Special Pay Plan](#) is designed to handle special forms of compensation in a tax-advantaged manner. This can include retirement incentives. There are some benefits to the employer and the employee that are further described in the attached document that is also linked [here](#).

The Employer obtains the intangible benefits of providing a valuable new tax-deferral program to Employees. Further, the Employer permanently saves the 7.65% FICA taxes (Social Security and Medicare) on contributions (subject to annual limits). The Employee's contributions are made on a pre-tax basis. The Employee also saves the 7.65% FICA taxes (Social Security and Medicare). Please refer to the attached document for more information on the [Special Pay Plan](#).

Retirement Incentive Acknowledgement Form

The undersigned employee is applying for early retirement pursuant to board policy 407.4, Licensed Employee Early Retirement. The Shenandoah Board of Education has authorized the use of a Retirement Incentive for both licensed and support staff employees for this school year at the January 14, 2019 Board meeting. Please complete the following information:

(Full Legal Name of Licensed Employee)

(Social Security Number)

(Current Job Title)

(Date of Birth)

(Years of Service)

Please attach a **letter of resignation** effective **June thirtieth of the year** in which the undersigned employee intends to retire.

The undersigned employee acknowledges that application and participation in the early retirement plan is entirely voluntary.

The undersigned employee acknowledges that Licensed Staff (teachers, principals, and supervisors) will receive a total of \$16,000.00 over a two-year period. There will be two payments of \$8,000.00 made once a year in January using a [Special Pay Plan](#). Payments will be made in January of 2020 and January of 2021.

The undersigned employee acknowledges that eligible Support Staff will receive a total of \$10,000.00 over a two-year period. There will be two payments of \$5,000.00 made once a year in January using a [Special Pay Plan](#). Payments will be made in January of 2020 and January of 2021.

The undersigned employee acknowledges that the school district recommends that the licensed employee contact legal counsel and the employee's own personal accountant regarding participation in the early retirement plan. It is also recommended that the undersigned employee directly contacts IPERS for information related to their eligibility for benefits under the IPERS plan. The district is not able to consult in these areas.

Should the undersigned employee die prior to full payment of an early retirement benefit, the undersigned employee designates either the following individual as beneficiary or the undersigned employee's estate. The undersigned employee will need to designate this beneficiary when establishing a [special pay account](#) also to make it a valid designated beneficiary.

Beneficiary

_____ Estate

Beneficiary

Beneficiary Address

Licensed Employee

Date

Witness

Date

MEDICAL ENTERPRISES, INC.

DRUG & ALCOHOL TESTING CONSORTIUM SERVICE AGREEMENT



The
ability
to deliver
solutions.

REC'D

DEC 17 2018

SUPERINTENDENT
OF SCHOOLS

Medical Enterprises, Inc. • 10404 Essex Court Suite 200 • Omaha • Nebraska • 68114
• Phone 402-393-8826 • Fax 402-393-8946 • Toll-Free 800-447-1669 •
medicalenterprises.com

SERVICES AGREEMENT

Educational Institution: **Shenandoah Community School District** Date: **12/13/2018**

Street Address: **304 West Nishna Road** City, State, Zip, **Shenandoah, IA 51601**

Billing Contact: **Sherri Ruzek** Billing E-mail: **ruzeks@shencsd.com**

Contact Information

First Contact (DER): **Linda Laughlin** Phone: **(712) 246-4727** E-mail: **laughlinl@shenandoah.k12.ia.us**

Second Contact: **Jon Weinrich** Phone: **712-246-2520** E-mail: **weinrichj@shenandoah.k12.ia.us**

A Designated Employer Representative (DER) is required by the DOT Regulations and is the contact person who will receive the quarterly random driver selection list as well as notices relating to regulation changes, updating of random list. The DER is responsible for record keeping and knowledge of all DOT requirements and regulations. This person SHOULD NOT BE A DRIVER subjected to the testing regulations

Medical Enterprises, Inc. (MEI) Responsibilities

MEI shall have the following responsibilities:

1. MEI will supply the following: Collection Cup, Custody and Control Form (CCF), Overnight transportation to a SAMHSA Certified Laboratory. When reordering drug kits, CCF or shipping supplies, those need to be done in writing to lita@medicalenterprises.com and it may take up to 10 business days to arrive.
2. MEI utilizes SAMSHA certified laboratories to perform all DOT drug test per DOT regulations.
3. A MEI Certified Medical Review Officer (CMRO) will review all positive drug screens reported from the laboratory. The CMRO will conduct a confidential interview with the donor. Only when the interview and investigation are completed, MEI will report to the DER the outcome.
4. MEI will pull random drug and alcohol selection and notification for the Educational Institution. The selection is based on drivers that MEI currently show as active in our system on the day of the selection.
5. At the end of the second calendar month of each quarter, MEI will send to the DER a Random Selection Program Statistics Report. This report will show any incomplete drug or alcohol random tests for the quarter.
6. MEI will provide the year-end report (DOT Management Information System (MIS)) for drug and alcohol test completed and reported through MEI.
7. MEI will perform those services set forth in Attachment I attached hereto.

Fees for the services are set forth in the 2019 Driver Enrollment Form and Attachment II.

Attachments I and II and the attached DOT Drug and Alcohol Testing Consortium and 2019 Driver Enrollment Forms are part of this Agreement.

EDUCATIONAL INSTITUTION

Signature: **(PENDING)**

Board President

Date: tap to enter a date.

Title: **School**

MEDICAL ENTERPRISES, INC.

DRUG & ALCOHOL TESTING CONSORTIUM SERVICE AGREEMENT

Educational Institution Responsibilities

Educational Institution shall ensure all drivers who hold a current CDL (active CDL drivers mean, part time or substitute drivers who hold a commercial driver license or bus permit) will have taken AND passed the required pre-employment DOT drug screen. Without passing pre-employment drug test they will not be added to the random listing NOR shall they be allowed to drive in a CDL capacity. Should a driver be employed by multiple School Districts said drivers are required to have a pre-employment drug test and be on the random list for each district separately. You cannot use another school's data.

NOTE: Employees returning to work after an absence of more than 30 days are required to produce a current negative pre-employment drug test. You may not use a prior negative pre-employment drug test.

The Educational Institution will need to provide two weeks prior to the end of the quarter an updated random list. The Educational Institution will need to submit in writing. The random selection will be performed during the first weeks of January, April, July, and October.

The Educational Institution will ensure all CDL drivers who are selected for testing will have their tests completed no later than the 20th of the last month in each of the first 3 quarters. In the fourth quarter Educational Institutions will agree to have their random testing completed by Thanksgiving.

DOT alcohol test will need to be copied by the schools and sent to Medical Enterprises either via U.S. Mail or Scanned and E-mail. If you e-mail send them to lita@medicalenterprises.com

The Educational Institution is responsible for:

1. Maintaining employer copies of drug test chain of custody forms (CCF), alcohol test forms, and all test results.
2. Providing notification and complete written documentation of any test completed with a different provider other than MEI.
3. Following appropriate DOT Agency Criteria regarding post-accident testing and procedures.
4. Maintaining records according to DOT regulations. You will find this information on the DOT website, **§ 40.333 What records must employers keep?**

By signing this Agreement, the Educational Institution agrees to indemnify and hold harmless Medical Enterprises Inc., for any and all claims, losses, damages, liabilities, judgments, or settlement, including reasonable attorneys' fees, costs and other expenses due to the Educational Institution's breach of this Agreement or for failing to follow Federal protocol as outlined in the Federal Regulations.

At no time under Federal Regulations may the Educational Institution waive or transfer responsibility of their DOT programs to a third party. The Educational Institution under DOT regulations is considered the responsible party. It is the Educational Institution who must maintain and keep all testing records in accordance to DOT Federal Regulations. The Educational Institution is responsible for all input and all up keep of the DOT's National Clearinghouse once operational.

www.fmcsa.dot.gov/sites/fmcsa.dot.gov/files/docs/CDL-D-A-Clearinghouse_FAQs-V05-1-508.pdf

MEDICAL ENTERPRISES, INC.

DRUG & ALCOHOL TESTING CONSORTIUM SERVICE AGREEMENT

- Medical Enterprises, Inc. • 10404 Essex Court Suite 200 • Omaha • Nebraska • 68114
- Phone 402-393-8826 • Fax 402-393-8946 • Toll-Free 800-447-1669 •
- medicalenterprises.com

2019 Driver Enrollment Form

Educational Institution Name: **Shenandoah Community School District**

Please complete this form, save and email to louis@medicalenterprises.com by December 15, 2018

Date 12/18/2018

1. Enter the total number of CDL Drivers who will be subjected to the DOT Regulation in 2019.
(Only those who have taken and passed the DOT drug test and hold a CDL driver's license)

Note: Your driver count of record in January 2018 was **15**

Write the number of drivers for 2019 here

13

Please attach a listing of your current drivers.

DO NOT include individuals who have not taken and passed DOT Federally required drug test or who do not hold a CDL license. When providing random lists, the following information is required each time:

Full Name, Date of Birth, Social Security Number, Commercial Motor Driver License Number and State it was issued by

The 2019 IDATP Driver Fee will equal \$55.00 X the number of Drivers. This fee is for schools that use an outside collection facility.

The 2019 IDATP Driver Fee will equal \$40.00 X the number of Drivers. This fee is for schools trained in collecting their own drug and alcohol tests in accordance with Federal DOT Regulations. If you sign up for the \$40.00 per driver fee and discontinue collecting, switching to an outside collection facility the Educational Institution will be responsible for direct payment to the outside collection facility. No pre-paid fees will be refunded.

MEI is not responsible for the cost of collections or tests done outside of the scope of this contract.

Your 2019 Annual IDATP Consortium Fee will be \$55.00. You will receive an invoice payable by January 1st 2019

Add the IDATP Fee payment approval to your next Board Meeting Agenda, upon receipt of the invoice.

Invoice total: \$575 Please pay this total by December 15, 2018.

To keep our IDATP records accurate, please fill in the blanks below.

School Collector or Collection Site: Linda Laughlin (Primary), Kristy O'Rourke (Back Up)

Collection Site Name: Shenandoah High School

Collection Site Contact: Linda Laughlin

Address: 1000 Mustang Drive City: Shenandoah State: IA Zip: 51601

Phone: 712-246-4727 Fax: 712-246-2842

Enrollment with Medical Enterprises Inc, (MEI) Department of Transportation Drug and Alcohol Testing Consortium becomes effective on the date signed and will renew on January 1st of each year. By signing this Agreement, the client agrees to the terms, conditions and pricing. Either party may terminate this Agreement with a thirty (30) day written notice. All fees pre-paid will not be refunded. Or upon non-payment by the Educational Institution. Payment must be received prior to January 1st to be included in that year program.

EDUCATIONAL INSTITUTION

Signature: (PENDING)

School Board President

Date: Click or tap to enter a date.

Title:

ATTACHMENT I TO SERVICES AGREEMENT

A. Attachment I Definitions

1. "BAT" means the breath alcohol technician certified to use an EBT.
 2. "Collection Site" means the place where specimens, urine, breath or saliva, are collected to be analyzed for substance abuse and/or where breath or saliva is collected and analyzed for alcohol misuse.
 3. "DER" means designated employer representative who is an employee authorized by the employer to take immediate action(s) to remove employees from safety-sensitive duties or cause the employees to be removed from these covered duties and to make decisions in the testing and evaluation processes. The DER also receives test results and other communications for the employer, consistent with the requirements. Service Provider employees, agents, and subcontractors cannot act as DERs.
 4. "EBT" means evidential breath testing device approved by the National Highway Transportation Safety Administration.
 5. "Employee" means a person employed by an Educational Institution who is subject to the requirements of the Regulations and/or applicable statutory requirements and/or Educational Institution policy.
 6. "MRO" means medical review officer who is a licensed physician in compliance with the Regulations and who interprets and evaluates drug test results as required by the Regulations.
 7. "Non-evidentiary alcohol screening device" means non-evidentiary alcohol screening device approved by the National Highway Transportation Safety Administration.
 8. "Regulations" means the U.S. Department of Transportation regulations implementing the Omnibus Transportation Employee Testing Act of 1991, including subsequent revisions and additions, and laws, statutes, and regulations of the State of Iowa, including subsequent revisions or additions.
 9. "STT" means the screening technician certified to use a non-evidentiary alcohol screening device.
- B. During the term of this Agreement, MEI shall, provide to the Educational Institutions the following goods and services:
1. Drug and alcohol testing services in a manner consistent with the Regulations to include, but not limited to, pre-employment testing, post-accident testing, random testing, reasonable suspicion testing, return to duty testing, and follow-up testing.
 2. MEI shall perform random selection of Educational Institution employees subject to the Regulations at 50 percent of the driver pool for drugs and 10 percent of the driver pool for alcohol testing.
 3. A MRO and services in compliance with Regulations and ensure that all regulatory guidelines are met.
 4. Collection Sites that shall be located within an agreeable distance from the primary business address of an Educational Institution. If a Collection Site is unacceptable to the Educational Institution, MEI will, with the Educational Institutions' approval, contract with an acceptable alternative Collection Site. The Educational Institution or MEI may propose alternative sites.
 5. Collection Sites that shall be regularly engaged in the business of providing the required specimen collection and/or collection and analysis for alcohol testing. Collection Sites shall, at a minimum, provide service Monday through Friday, five days per week, for a minimum of eight consecutive hours per day scheduled between 6:30 a.m. and 6:30 p.m. Central Time unless unusual circumstances warrant otherwise in the reasonable opinion of the Educational Institution. If an Educational Institution collects its own specimens; the hours and days of operation will be set by the Educational Institution.
 6. Assistance in developing a system for specimen collection for drug testing and collection and analysis for alcohol testing outside the regular business hours of a Collection Site.

7. Instructions to each Collection Site, including persons attending an IASB/MEI Department of Transportation ("DOT") drug and alcohol collector training program, shall be provided by MEI and shall clearly define the Regulations including the actions to be carried out in the process of specimen collection for drug testing and collection and analysis for alcohol testing. Instructions to each Collection Site clearly defining the actions to be carried out for prompt payment, including but not limited to timelines, completion of necessary forms and any penalties; including the penalty for recollections resulting from the failure of a collector to perform collections as per DOT drug and alcohol testing regulation. MEI will not pay for any drug or alcohol collection that is not done correctly per the DOT collection procedure. MEI will pay for the recollection if it has been completed correctly. MEI shall provide all materials necessary for collection and testing including, but not limited to, testing kits, chain of custody forms, supplies, collection containers with temperature measuring device, pre-paid shipping containers, and other items for collection and processing. In addition, and when applicable, MEI may provide a federally approved alcohol saliva screening device the cost of which shall be paid exclusively by the Collection Site. Alcohol forms will be provided with the purchase of a Q.E.D Alcohol Saliva kit (1 kit equals 1 alcohol form and testing device) from MEI. Otherwise any Collection Site or Educational Institution may order just the alcohol form from MEI at a cost \$1.00 per form ordered.
8. Informing Collection Sites, including Educational Institutions performing their own collections, that all Collection Site personnel performing specimen collections for drug testing and collection and analysis procedures for alcohol testing, including use of EBTs and/or non-evidentiary alcohol screening devices, must be certified to perform these functions in compliance with federal regulations and that a copy of training certifications must be provided and maintained by the Collection Site Collector and Educational Institution. MEI will not be responsible for any misrepresentation by the Collection Site or the collector. It is the responsibility of the Collection Site to provide training certification documentation to the Educational Institution using their services.
9. Provide collector certification courses of instruction and/or re-certification, in compliance with the Regulations.
10. MEI utilizes SAMSHA certified laboratories to perform all DOT drug test per DOT regulations.
11. Confirmation of all identification data upon receipt of the alcohol test results, a review of the results, and action as required to correct any deficiency.
12. Maintenance of records concerning the drug and alcohol tests in compliance with the Regulations. These records shall be available for inspection by the Educational Institutions and the DOT.
13. Once during each quarter, MEI will submit to the Educational Institutions a review of drug and alcohol tests completed by drivers listed on the Educational Institution's driver pool to date and the number of drug and alcohol tests that must still be completed prior to the end of each quarter.
14. Arrange for and prepare confidential reporting of all verified/confirmed positive drug test results to the DER by telephone within twenty-four working hours after completion of the investigation between the MRO the driver. Confidentially report all negative drug test results to the DER by fax or other communication method approved under the Regulations within twenty-four (24) working hours from the time MEI has received the laboratory result and all correctly completed paperwork from the Collection Site. In the case of a positive test if the DER is not available (i.e. vacation) the attempt to contact the DER will be documented and the positive result will be mailed to the DER.
15. Receive and record all positive alcohol test results appropriately submitted by the Collection Site and or Educational Institution and shall securely retain this information for use in the completion of reports required by the Regulations.
16. Prepare and submit, or cause to prepare and submit, to Educational Institutions, all necessary reports required by the Regulations including but not limited to the Semi-Annual Laboratory Summary (prepared by the Laboratory) and the annual FMCSA MIS Report in a format approved by the DOT.
17. Provide prompt and courteous responses to all questions from the Collection Sites and/or the Educational Institutions within twenty-four hours of initial contact, weekends and holidays excepted.
18. Assist in securing testimony and witness information from the Laboratory to help the Educational Institutions support any legal challenges that are raised on the technical issues surrounding the performance of a specific drug or alcohol test by means of a "litigation package" at no additional charge. A "litigation package" shall include at a minimum a complete review of the drug testing process, verification of the custody and control drug testing form, drug testing methodology, instrument calibration, credentials of the individuals involved with and supervising the drug testing process, and other information deemed necessary to establish the validity of the drug test results.
19. Submit to each Educational Institution, quarterly, a randomized list of employees to be drug and/or alcohol tested in compliance with the random testing regulations. When requested, provide information and/or testimony relating to MEIs, computer software and procedure used to generate random driver selections.
20. Assign Educational Institutions to a random pool based on the number of Educational Institution employees subject to the drug and alcohol testing regulations and in a manner approved by the regulations.

21. Provide assistance to Educational Institutions in streamlining drug and alcohol testing record keeping. The Educational institution is responsible for all recordkeeping.
 22. Ensure that MEI employees, agents, and subcontractors comply with the terms of this Agreement.
 23. Take all appropriate action in an effort to ensure that Collection Sites send any and all billing statements to MEI rather than the Educational Institution. MEI shall pay the Collection Site within forty-five (45) days of receiving a drug test result and/or a correct and completed alcohol test form. Payments to Collection Sites for correctly completed drug test collections and/or completed alcohol test forms will be made from funds MEI collects from Educational Institution.
 24. Respond to any questions or concerns raised by Educational Institutions about the services.
 25. MEI shall use BATs and STTs to perform the services as appropriate.
 26. Defend, indemnify and hold harmless Educational Institutions for any and all claims, losses, damages, liabilities, judgments or settlement, including reasonable attorneys' fees, costs and other expenses incurred by Educational Institutions on account of MEI's breach of this Agreement, or any tortious act or omission of MEI.
- C. MEI represents and warrants that it has the skills, resources, and expertise to provide and shall provide all services described in this Agreement in accordance with the terms and conditions of this Agreement and any agreements with Educational Institutions. Without limiting the generality of the foregoing, MEI represents and warrants that the services shall be performed in a timely, professional, and workmanlike manner, by qualified personnel, and consistent with or exceeding all applicable industry standards, legal requirements, practices and procedures, including standards for competence

OTHER OPTIONAL SERVICES

The following fees are billed by Service Provider to the Educational Institutions for the noted services:

1. IDATP Drug & Alcohol Specimen Certification Collector Training:

This is to teach someone at your Educational Institution on how to collect a drug and alcohol test. By having someone on site at your Institution will help reduce the cost of the test program. They will be able to collect both DOT and NON DOT drug and alcohol test. This certification training is good for 5 years. If your Institution has a school nurse that goes through this training they can now receive C.E.'s

DATP/IASB Educational Institution Employee Fee.....\$150.00 per trainee

2. IDATP DOT Reasonable Suspicion Training:

This training covers how to identify someone who might be under the influence of drugs and or alcohol and what you can do. This is a 2 hour training and is a DOT requirement. Who should attend, anyone who supervises any CDL drivers (Transportation Directors, Superintendents and or anyone else that the Educational Institutions would like to go through this)

DOT Reasonable Suspicion Training \$55.00 per attendee
 Minimum class size 20

3. Non-DOT, Non-Regulated (Optional drug test-only program for Iowa non-commercial, multi-purpose passenger vehicles of 9 passenger capacity or less as described in Iowa Code section 321.1(69))

Annual Random Consortium Fee (IDATP Educational Institutions).....\$25.00
 Drug Test -Only (No Collection Fee Incl.) Test Fee.....\$28.00
 Alcohol Results-Records Maintenance Only\$5.00

For any of these services please contact Lou Di Mauro 800-447-1669 ext 122 or louis@medicalenterprises.com

Shenandoah CSD
At Risk/Drop Out Prevention Modified Supplemental Amount (MSA) Funded Programs
for the 2019-2020 School Year

Available Funds: \$261,868.00.

Shenandoah CSD offers a broad range of services to support at risk students and to prevent students dropping out of school. The following programs may be funding in whole or in part by At Risk Dropout Prevention MSA funds.

Behavior Interventionist*: The Interventionist works with students to improve social interactions, reduce office referrals, and keep students in school. The liaison will also work with students on conflict resolution and problem solving skills.

Grade Level: K-12

Target: Returning/Potential Dropout

Focus: Attendance, Connection to School, Behavior Intervention

*Contracted Service with the GHAEA. May be replaced with a Guidance Counselor position for the elementary depending on cost of the GHAEA contract and/or availability of staff.

Extended School Year Camps*: Extended School Year Interest Camps will provide learning opportunities for students to be actively engaged in interest camps in the summer that are targeted at expanding academic areas such STEM, additional leadership and community service, and to promote the overall social, emotional and physical development of students. This will keep students actively engaged in activities with appropriate supervision keeping them in safe, secure environments. It bridges the gap and academic loss when students are disengaged and are isolated in the summer months.

Grade Level K-8

Target: General-At-Risk/Dropout programming targeted to identified and non-identified student

Focus: Academic, Personal Development, Connection to School, Safe and Secure Environments

* Also Funded Through Title I

Flexible Education: The Flexible Education (Flex Ed) alternative program provides opportunity for credit accrual and credit recovery for students who are returning to school or are potential dropouts during an extended school year (this will include purchase of online learning subscriptions). Students are supported in the process of transition into the workforce/post-secondary education through a variety of learning and field experiences. Program also serves students with disruptive patterns of behavior that may not be identified for special education services.

Grade Level: 7-12

Target: General-At-Risk/Dropout programming targeted to identified and non-identified students

Focus: Academic, Behavioral, Social Skills, Connection to School

Home/School Liaison: A Home/School Liaison will work with students and families to reduce barriers that inhibit home/school communications and improve attendance. The liaison will help connect families to resources both in the district and the general community that will provide support for their student such as transportation, volunteer organizations, food pantries and parenting resources.

Grade Level: PK-12

Target: General-At-Risk/Dropout programming targeted to identified and non-identified students

Focus: Academic, Personal Development, Behavior Intervention

School Resource Officer*: A career law enforcement officer with sworn authority may be deployed by the police department to work in collaboration with the schools on a part-time basis.

Grade Level: K-12

Target: General-At-Risk/Dropout programming targeted to identified and non-identified students

Focus: Personal Development, Behavior Intervention, and Campus Safety

* This is a new position that may or may not be added depending on the ability to contract services with the Shenandoah Police Department.

Success Room: Social skills support is offered to assist students with interpersonal skills and reduce office referrals. The students use the success room to learn organizational skills. Students who fall behind and need extra support with instruction such as tutoring also use the Success Room. Students may also receive supplemental support to fill in learning gaps in core subjects. Serves as resource for students serving detention and in-school suspension.

Grade Level: K-8

Target: General-At-Risk/Dropout programming targeted to identified and non-identified students

Focus: Personal Development, Behavior Intervention, Academic



Iowa Department of Public Health
 Protecting and Improving the Health of Iowans

Gerd W. Clabaugh, MPA
 Director

Kim Reynolds
 Governor

Adam Gregg
 Lt. Governor

CONTRACT #: 5889NU54	PROJECT TITLE: Produce Box Project for Older Adults
CONTRACTOR LEGAL NAME AND ADDRESS: Shenandoah Community School District 304 West Nishna Road Shenandoah, IA 51601	PROJECT PERIOD: October 1, 2018 to September 30, 2019
STATE OF IOWA DEPT. OF ADMINISTRATIVE SERVICES VENDOR #: 00002131829	CONTRACT PERIOD: October 1, 2018 to September 30, 2019
IOWA CODE CHAPTER 8F DESIGNATION: This contract is NOT covered by Iowa Code chapter 8F	TOTAL CONTRACT AMOUNT: \$7,500
	FUNDING SOURCE: FEDERAL: \$0 STATE: \$0 OTHER:\$7,500 Interagency State: \$0 Interagency Federal: \$7,500 Private/Fees/Other:\$0
Federal Subrecipient Addendum Needed? YES	
<p>The Contractor agrees to perform the work and to provide the services described in the Special conditions for the consideration stated herein. The duties, rights and obligations of the parties to this contract shall be governed by the Contract Documents, which include the Special Conditions, General Conditions, Request for Proposal and Application.</p> <p>The Contractor has reviewed and agrees to the Iowa Department of Public Health <u>General Conditions Effective July 1, 2016</u> as posted on the Department's website under Funding Opportunities or as available by contacting Marilyn Jones at telephone (515) 281-6047. The contractor specifies no changes have been made to the Special Conditions or General Conditions.</p>	
The parties hereto have executed this contract on the day and year last specified below.	
For and on behalf of the Department: By: _____ Brenda Dobson MS, RDN, LD, Director Division of Health Promotion and Chronic Disease Prevention	For and on behalf of the Contractor: By: _____ Shenandoah Community School District Insert Date (required if not a digital signature): _____

Special Conditions for Contract # 5889NU54

Article I- Identification of Parties:

This contract is entered into by and between the Iowa Department of Public Health (hereinafter referred to as Department) and the Contractor, as identified on the contract face sheet.

Article II - Designation of Authorized State Official:

Brenda Dobson, Director, Division of Health Promotion and Chronic Disease Prevention is the Authorized State Official for this contract. Any changes in the terms, conditions, or amounts specified in this contract must be approved by the Authorized State Official. Negotiations concerning this contract should be referred to Marilyn Jones, Program Planner II, (515) 281-6047.

Article III - Designation of Contract Administrator:

Kerri Nelson has been designated by the Contractor to act as the Contract Administrator. This individual is responsible for financial and administrative matters of this contract. Negotiations concerning this contract should be referred to: Kerri Nelson; telephone (712) 246-3773;nelsonk@shenandoah.k12.ia.us.

It is the Contractor's sole responsibility to ensure appropriate individual(s) have registered within IowaGrants. The Contractor acknowledges that all assigned individuals to the Grant Tracking site have full rights (add, modify, and delete) for all Grant Tracking components including contractual forms, reporting forms, and claims submission.

The Contract Administrator designates Emily Furst as the Grantee Contact in IowaGrants (www.iowaGrants.gov) who shall regulate and assign access of appropriate individuals to this grant site.

Article IV – Key Personnel:

The following individual(s) shall be considered key personnel for purposes of this contract:

Department Personnel

Name	Title	Email Address
Jill Lange	Bureau Chief	Jill.lange@idph.iowa.gov
Sarah Taylor Watts	Program Consultant	Sarah.taylorwatts@idph.iowa.gov
Marilyn Jones	Program Contract Manager	marilyn.jones@idph.iowa.gov

Key Contractor Personnel

Name	Title	Email Address
Emily Furst	Project Coordinator	furste@shenandoah.k12.ia.us
Sherri Rusek	Business Manager	ruzeks@shenandoah.k12.ia.us

The Contractor shall notify the department in writing within ten (10) working days of any change of Key Personnel identified in this section.

Article V - Statement of Contract Purpose:

The purpose of this contract is to assist the contractor and community partners in designing a sustainable system for distributing produce boxes to low-income (SNAP-eligible) seniors (60+) at meal sites and low-income senior housing sites.

Article VI - Description of Work and Services:

In compliance with the Department-approved work plan within IowaGrants, the Contractor shall:

1. Assign a project coordinator to lead the project.
2. Oversee the implementation of the action plan as approved by the Department. Key steps include identifying sources of fresh produce, distributing produce boxes to low-income seniors at congregate meal sites or low-income housing, building project awareness and developing partnerships to expand project reach. A minimum of one (1) distribution site should be a Fresh Conversation site.
3. Collect and report data to the Department. Respond to surveys as requested. Templates will be provided. Requested data will include the number of seniors reached, number and type of distribution sites, partners involved, communication strategies used, staff and volunteer time spent on the project and sources of produce.
4. Participate in periodic meetings and calls with the Department.
5. Work with the Department to identify appropriate nutrition education resources for distribution with produce boxes.
6. Create a plan for sustainability.

Article VII – Performance Measure

If the Contractor submits documentation of local media coverage for the produce box project (i.e. TV news story video/transcript, newspaper article), an incentive of \$250 will be provided for each submission, up to a maximum of \$500.

The Contractor shall submit any documentation required for the performance measure into the progress reports component of the grant site within IowaGrants.gov.

Article VIII – Reports:

The Contractor shall complete and submit the following reports in the grant site located in IowaGrants.

Report Title	Form Frequency/Type	Date Due
Subcontracts- draft, unsigned	Type: Subcontract Documents	Submit for Department approval Prior to obtaining signatures
Produce Box Semi-Annual Report	Semi-Annual Report	April 15, 2019
Produce Box Performance Measure	Performance Measure	June 30, 2019
Produce Box Final Report	Final Report	September 30, 2019

Article IX - Budget:

Direct Cost Category	Department Budget
Salary and Fringe	\$5,500
Other	\$2,000
TOTAL:	\$7,500

1. This contract contains a potential incentive amount to be paid to the Contractor as described in the Performance Measure section of this contract. The award amount listed within the IowaGrants grant site (budget form and award amount) may be higher than the total amount listed in the contract budget and the total amount listed on the face page of this contract. Contractor expenditures shall not exceed the total amount listed in the contract budget(s).
2. Expenditure variance against direct cost budget line amounts are allowed up to a maximum of 10% of the contractual amount on a cumulative basis not to exceed the contractual total. The Contractor shall submit a written justification and request for a contract amendment to the department prior to the obligation of an expense which will exceed the allowed 10% cumulative variance. The Contractor shall submit a written justification and request for a contract amendment when expenditures against a budget line not previously approved are anticipated.
3. The Contractor shall receive written approval from the Department prior to spending the final three (3) percent of all funds awarded.

Article X - Payments:

1. Submission of Claims for contract period:
The Contractor shall complete and submit a claim for services rendered in accordance

with this Contract. The claim shall be submitted monthly in the grant site located in IowaGrants within 45 days of the month of expenditures.

2. End of State Fiscal Year Claims Submission:

Notwithstanding the timeframes above, and absent:

- i. longer timeframes established in federal law or
- ii. the express written consent of the Department,

the Contractor shall submit all claims to the Department by August 10th for all services performed in the preceding state fiscal year (the State fiscal year ends June 30).

The Department will not automatically pay end of state fiscal year claims that are considered untimely. If the Contractor seeks payment for end of state fiscal year claim(s) submitted after August 10th, the Contractor may submit the late claim(s), as well as a justification for the untimely submission. The justification and request for payment must be submitted within the Correspondence component of this grant site. The Department may reimburse the claim if funding is available after the end of the fiscal year.

If funding is not available after the fiscal year, the claim may be submitted to State Appeal Board in accordance with instructions for consideration. Instructions for this process may be found at: http://www.dom.state.ia.us/appeals/general_claims.html.

3. The Department shall pay all approved invoices/claims in arrears. The Department may pay in less than sixty (60) days, but an election to pay in less than sixty (60) days shall not act as an implied waiver of Iowa law.
4. The Department provides contractual payments on the basis of reimbursement of actual expenses in accordance with Iowa Code 8A.514.
5. The Department will **not** reimburse travel amounts in excess of limits established by Iowa Department of Administrative Services.
 - a. Instate maximum allowable amounts for food are \$8.00/breakfast, \$12.00/lunch and \$23.00/dinner; lodging maximum \$98.00 plus taxes per night and mileage maximum of \$0.39 per mile.
 - b. Out of state maximum allowable amounts for meals are available upon request. There is no restriction on airfare or lodging but the incurred expenditures are to be reasonable.
6. Final payment may be withheld until all contractually required reports have been received and accepted by the Department. At the end of the contract period, unobligated contract amount funds shall revert to the Department.

Article XI – Additional Conditions

1. As a condition of the contract, the Contractor shall assure linkage with the local board of health in each county where services are provided. The Contractor will assure that the local board of health has been actively engaged in planning for, and evaluation of, services. It will also maintain effective linkages with the local board of health, including timely and effective communications and ongoing collaboration.

2. All work plan revisions must be approved by the Department prior to implementation. Requests for work plan revisions must be received by the department on or before May 15, 2019.
3. The Contractor shall ensure that all materials developed with SNAP-Ed funds include the nondiscrimination statement and give credit to the USDA SNAP and Iowa Food Assistance Programs as outlined in the SNAP-Ed Guidance. The statement should use language such as “This material was funded by USDA’s Supplemental Nutrition Assistance Program, SNAP, in collaboration with the Iowa Departments of Human Services and Public Health. These institutions are equal opportunity providers and employers. Iowa Food Assistance can help you buy healthy food. Visit <http://dhs.iowa.gov/foodassistance> for more information or contact your local Department of Human Services office.”
4. View a Civil Rights Training presentation provided by the Department by March 1, 2019.

[Civil Rights Training](#)

Notification Letter

November 2, 2018

Jean Fichter, President
Shenandoah Community School District
Shenandoah, Iowa 51601

RE: Initiation of Bargaining toward the 2019-2020 Master Contract

Dear Mrs. Fichter:

The Shenandoah Education Association is notifying you of its intent to bargain. We suggest that the first bargaining session for the 2019-2020 Master Contract be held in January 2019. The first bargaining session will be an open meeting and the SEA will be prepared to make its initial offer at that time. The SEA is agreeable to having both open sessions on the same evening, with the second session to follow directly after the first, to save time. The SEA will expect that following the two initial open meetings, bargaining will be closed to the public; however, neither party need be restricted in the number and identity of its team, nor its representatives. The SEA's team will be: Jon Skillern, Marcia Johnson, Amy Bopp, Toni Bounds, Alisa Andrew, Jenny Stephens, Carleen Perry, Mary Karr and Sara Dressel

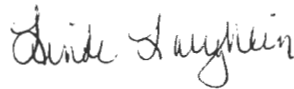
January 2019 has been selected because of our mutual obligation to engage in negotiations before the January 31 date for filing impasse papers and well in advance of the May 31 completion date (Section 20.17, Code of Iowa).

Our Chief Negotiator will be contacting you to confirm an exact date so that the board's representatives will be available.

Please direct all further communication regarding bargaining the 2019-2020 Master Contract to Jon Skillern, Chief Negotiator for the Shenandoah Education Association.

Sincerely,

The Shenandoah Education Association



Mary Peterson and Linda Laughlin, Co-Presidents

ESP NOTIFICATION LETTER

January 9, 2019

Jean Fichter, President Board of Education
Shenandoah Community School District
Shenandoah, IA 51601

RE: Initiation of Bargaining toward the 2018-2019 Master Contract

Dear Ms. Jean Fichter:

The Shenandoah Education Support Association is notifying you of its intent to bargain. We suggest that the first bargaining session for the 2019-2020 Master Contract be held in February 2019. The first bargaining session will be an open meeting and the Association will be prepared to make its initial offer at that time. Following the two initial open meetings, the Association expects bargaining to be closed to the public. The Association would be agreeable to having both open sessions on the same evening, with the second session to follow directly after the first, to save time.

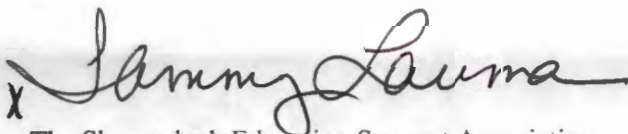
Neither party need be restricted in the number and identity of its team, nor its representatives. The Association's team will include Tammy Lauman and John Greenleaf, Co-Chief Negotiators; Patty Roberts, Kristin Edwards, Chris Gibson, Kayla Michaelson, Brittany Comstock, Crystal Doodley and Sara Dressel (UniServ Director).

February 2019 has been selected because of our mutual obligation to engage in negotiations well in advance of the May 31 completion date. (Section 20.17, Code of Iowa)

In an effort to accommodate schedules during this busy time of year, the Association proposes setting the first two open sessions and at least two closed sessions on the calendar at this time. Our Co-Chief Negotiators will be contacting you to confirm dates.

Please direct further communication regarding bargaining the 2019-2020 Master Contract to Tammy Lauman and John Greenleaf, Co-Chief Negotiators for the Shenandoah Education Support Association at Tammy's residence; 1161 280th St., Coin, IA 51636.

Sincerely,



The Shenandoah Education Support Association
Tammy Lauman, Vice President

cc: Sara Dressel, UniServ Director
Dr. Kerri Nelson, Superintendent
Lisa Holmes, Secretary to the Board
Shenandoah Community School District

Football Field Lighting Project

	Units	Labor	Total Bid
Veenstra Construction	\$ 213,500.00	\$ 20,000.00	\$ 233,500.00
ProTech Electric Services			\$ 234,900.00
Ardent Lighting Group			\$ 252,375.00
Qualite Sports Lighting			\$ 259,604.00

*includes removal of old poles, assembly and installation of new lights and poles.

*based on standard soil conditions

PROPOSAL

Veenstra Construction, Inc.

1765 210th. St.
Oskaloosa, IA 52577

Office 641 673-8894

Bruce-Cell 641 660-0856

Attn: Dennis Rogers

Shenandoah High School

712 246-1581

12-19-18

Shenandoah High School Football Field

rogersd@shenandoah.k12.ia.us

Veenstra Construction will: Unload truck.

- ① Remove old poles and dispose of them + light units. ② Cut wire below ground level but it will not be removed from the ground. ③ Dig 4 holes in standard soil. If rock exists, Veenstra Construction will have to re-evaluate.
- ④ Set bases in concrete. ⑤ Assemble poles and LED light units ⑥ Set poles over the bases and ⑦ Aim lights. 8. Dispose of ground spoils close to project.

Labor ~~total~~ total \$ 20,000.00

MUSCO LED light units
excluding sales tax \$ 213,500.00

Total \$ 233,500.00

Veenstra Construction, Inc. is not responsible for any underground Geo-thermal if not located and marked with exact depth.

We propose to complete this job in accordance with above specifications, for the sum of:

Two Hundred-Thirty-Three Thousand-Five Hundred _____ dollars (233,500.00)

Payment is to be made as follows:

To be paid in full without retainage of money
upon completion of job.

Authorized
Signature

 12-19-18

Acceptance of Proposal:

Date:

Shenandoah High School Football
Shenandoah, Iowa
December 14, 2018

Quotation Price – Materials Only Delivered to Job Site

Football – 360' x 160'\$ 213,500.00

*Sales tax, bonding, labor, and unloading of the equipment are not included.
Pricing furnished is effective for 60 days unless otherwise noted and is considered confidential.*

Light-Structure System with Total Light Control – TLC for LED™ technology

System Description

- (4) Pre-cast concrete bases
- (4) Galvanized steel poles
- Factory wired and tested remote electrical component enclosures
- Pole length, factory assembled wire harnesses
- (49) Factory aimed and assembled luminaires, including BallTracker™ luminaires
- UL Listed as a complete system

Control Systems and Services

- Control-Link® system with contactors for remote on/off control and performance monitoring with 24/7 customer support

Operation and Warranty Services

- Product assurance and warranty program that covers materials and onsite labor, eliminating 100% of your maintenance costs for 25 years
- Support from Musco's Lighting Services Team – over 170 Team members dedicated to operating and maintaining your lighting system – plus a network of 1800+ contractors

Payment Terms

Musco's Credit Department will provide payment terms.

Delivery Timing

6 - 8 weeks for delivery of materials to the job site from the time of order, submittal approval, and confirmation of order details including voltage, phase, and pole locations.
Due to the built-in custom light control per luminaire, pole locations need to be confirmed prior to production. Changes to pole locations after the product is sent to production could result in additional charges.

Notes

Quote is based on:

- Shipment of entire project together to one location.
- Structural code and wind speed = 2015 IBC, 115 MPH, Importance Factor 1.0.
- Owner is responsible for getting electrical power to the site, coordination with the utility, and any power company fees.
- Standard soil conditions – rock, bottomless, wet or unsuitable soil may require additional engineering, special installation methods and additional cost.
- Confirmation of pole locations prior to production.

Thank you for considering Musco for your lighting needs. Please contact me with any questions or if you need additional details.

Jason Schillig
Sales Representative
Musco Sports Lighting, LLC
Phone: 563-260-1334
E-mail: jason.schillig@musco.com





**8615 Whitmore Circle Suite 108
Omaha, Ne 68122**

Shenandoah High School Football

Bid Price of \$234,900

Includes:

Demo and disposal of existing four poles and fixtures, Supplying and installation of new Musco lighting system w/ 4-70' poles and 49 LED fixtures.

Bid is based on Musco standard lighting design dated 12/11/18.

Standard soil conditions-Rock, bottomless, wet or unstable soil conditions may require additional engineering and special installation methods and costs.



Ardent

**Lighting Group,
L.L.C.**

1378 118th Place*Knoxville, Iowa 50138*Office 641-842-5969*Fax 641-842-3691
www.ardentlightinggroup.com

**Proposal from Ardent Lighting Group L.L.C. to Shenandoah for the Football Field
Lighting.**

**Ardent Lighting Group L.L.C. proposes to Shenandoah High School for the purchase of a MUSCO
Sports Lighting Package for the Football facility.**

The equipment will consist of:

1. Complete factory wired galvanized cross-arm assemblies consisting of pre-aimed anodized mogul assemblies, reflectors, lenses, lamps aqua Epoxy coated corrosion resistant fitting, j-box for harness and lap connection, galvanized nipples, locknuts, fiber bushings, and other incidentals as required.
2. Complete ballast assemblies consisting of: powder coated ballast enclosure, powder coated aluminum back channel support, stainless steel threaded studs and nuts, nipple raceway through pole wire jumper where required.
3. PVC jacket pole wire harness with support grips.
4. Contactor control cabinet with key switch shall be provided.
5. Provide new MUSCO Sports Lighting package with equipment guarantee as specified, turnkey.
6. Guaranteed light levels

In addition, acting as the installing contractor, Ardent Lighting Group L.L.C. will:

1. Install all components of the MUSCO Sports Lighting Package in accordance with the current National Electric Code and state and local codes.
2. Provide proper Grounding of all poles with 8'-5/8" grounding rods and copper wire also including lightning rods.
3. Provide proper fuses for the light fixtures.
4. Provide 25 year, Maintenance Free MUSCO Sports Lighting Warranty
5. Remove the existing light fixtures, poles, electrical, and all other hardware: not to be reused, and dispose of.
6. Supply Sports Lighting assemblies on new poles, install new conduit to the remote ballast cabinets 10ft above ground.
7. Ardent Lighting Group L.L.C. shall maintain during the course of this project minimum insurance as follows:

A. Worker Compensation:	Statutory for Iowa
B. Employers Liability:	500,000.00 per person 250,000.00 property
C. Auto Liability:	500,000.00 each person

250,000.00 property
1,000,000 each occurrence
OR

D. General Liability 1,000,000 combined single limit
1,000,000 each occurrence
(Form must be comprehensive; premises operation, products/completed operation hazards, contractual coverage, independent contractors, personal injury, and other coverage as warranted.)

8. Locate existing public utilities only.
9. Immediately notify **Shenandoah High School** of any unexpected conditions (non-standard soils, rock, high water table, collapsing hole, etc.) This bid is for standard soil conditions and unexpected conditions will be an additional cost.
10. Any site modifications after project has been quoted that would increase cost for Ardent Lighting Group L.L.C. will be the responsibility of the property owner.

Shenandoah High School will:

1. Locate all privately owned utilities on **Shenandoah High School** property; cost for repair of any damage or unmarked utility lines will be the responsibility of **Shenandoah High School**.
2. Provide payment as mutually agreed to by both parties doing business as Ardent Lighting Group L.L.C. and **Shenandoah High School**. Terms: 1/3 with signed contract, 1/3 when materials are delivered, 1/3 when the project is completed. Sales tax not included.

All prices do not include sales tax, sales tax exemption certificate provided by **Shenandoah High School**, or sales tax shall be added to the prices.

Total cost of lighting project

Total Cost: \$252,375.00

Ardent Lighting Group L.L.C. by:

Representative

Attested by

Date

Shenandoah High School

Representative

Attested by

Date



Date: 11/15/2018
Location: Iowa
QL #: 19933T-SF1528
Project: Shenandoah HS FB

Quotation

Qualite Lighting GAMECHANGER™ Q-LED System Price, As Detailed Below

\$259,604

Sales tax is not included as part of this quotation.

System Includes

- Sports lighting project on the Shenandoah High School Football Field in Shenandoah, IA
- A 50 foot candle LED design
- Four (4) 70' MH 80' OAL Galvanized steel, direct-embedded sports lighting poles. EPA 58. 90 MPH AASTHO 2013
- This proposal includes Poles in the Air Installation
- This proposal includes the removal of four (4) existing wooden poles, fixtures and disposal

Equipment Description

- 64 - GameChanger 1000w fixtures pre-aimed, pre-wired and fully assembled on light stanchion. UL Listed driver/distribution cabinet fully assembled, wired and mounted on light stanchion.
- 1 - Field Audit
- 1 - 25 years Maintenance Free Warranty
- 4 - MSP70M4EM 70' MH 80' OAL Galvanized steel, direct-embedded, exposed, above-grade, concrete-encased sports lighting poles. EPA 58. 90 MPH AASTHO 2013
- 1 - Q-LED Wireless Controls: DLC-Listed; verified and approved by SSL Labs; and UL2900-01-Listed; first networked lighting control system listed for Cyber security. Download the Lightcloud Installer app from Google Play or the App Store
- 1 - Foundation Design
- 4 - Rotary Disconnects (Singles)
- 1 - Pole-In-Air Installation of GameChanger Lighting and Lighting Poles
 - Installation of (*4*) poles and (*64*) related fixtures
 - Foundation size to be determined
 - Typical soil/no casing included
 - Proposal includes offloading, assembly and installation of lighting equipment.
 - If geo-tech soil reports are not available from the owner, Qualite can offer these services at an additional cost. If geo-tech is not desirable, the owner will be required to execute a typical soil disclaimer.
 - Foundations priced into this proposal are based off normal soils. No rock, debris, high water table or impassable materials are included in this cost. If rock or soil that requires casing or mudding is encountered, an additional \$6,500 per pole will be charged. If rocks are encountered, an additional \$500 per foot will be charged.
 - All necessary labor, equipment, insurance and misc material is included.
 - Labor is non-union and is based off Fair Labor Rates.
 - Price based on site access sun-up to sun-down, 7 days a week with no work stoppage.
 - Price based off one mobilization.
 - Owner to provide adequate access to site.
 - Due to size and weight of construction equipment, any damage to site due to construction is not included. This includes but is not limited to sod/grass, landscaping, irrigation, curbs, asphalt, concrete, etc.
 - Site electrical, Conduit, distribution panels by others.
 - Pole wiring harness and pole disconnects are included and installed under this agreement.
 - No permits, license or utility costs are included.
- 4 - Removal of four (4) wooden poles, as well as disposal of poles and fixtures



Date: 11/15/2018
Location: Iowa
QL #: 19933
Project: Shenandoah HS FB

Payment Terms

A deposit of one third of the purchase price will be required at time of order placement. The contract balance is due 30 days after shipment. A late payment fee of 1.5% per month (18% APR) will be added to all accounts past due. Qualite pricing is effective for 60 days unless otherwise noted. All pricing and related information is considered confidential. Divulging any information deemed confidential may result in revocation of our agreement with you. For orders outside of the US; payment terms are 50% down in US dollars via wire transfer and balance paid in full prior to shipping.

Terms of Sale

- Net 30 Days.
- Quote Valid for 60 Days.
- No Tax, bonding, permits, fees, tariffs, or customs charges included in price unless otherwise noted.
- Qualite does not authorize or accept retainage on any project.
- Warranty goes into effect upon receipt of full payment.
- Qualite will attempt to coordinate shipment so that delivery corresponds with the customer's payment schedule.
- We will expect payment within the terms described above unless there is a written statement from Qualite's corporate headquarters stating the acceptance of different terms.
- Delivery to the job site from the time of order, submittal approval, and confirmation of order details including voltage/phase and pole locations is approximately 40-60 days. Non-standard/rush delivery may be available at possible additional expense.
- Price based on shipment of entire project to one location - pre-shipment of material/equipment or additional shipments may incur an additional expense.
- Due to the built-in custom light control per luminaire, pole locations must be confirmed prior to production. Changes to pole locations after order is sent to production may result in additional charges.
- A 3% surcharge will be added to credit card payments.

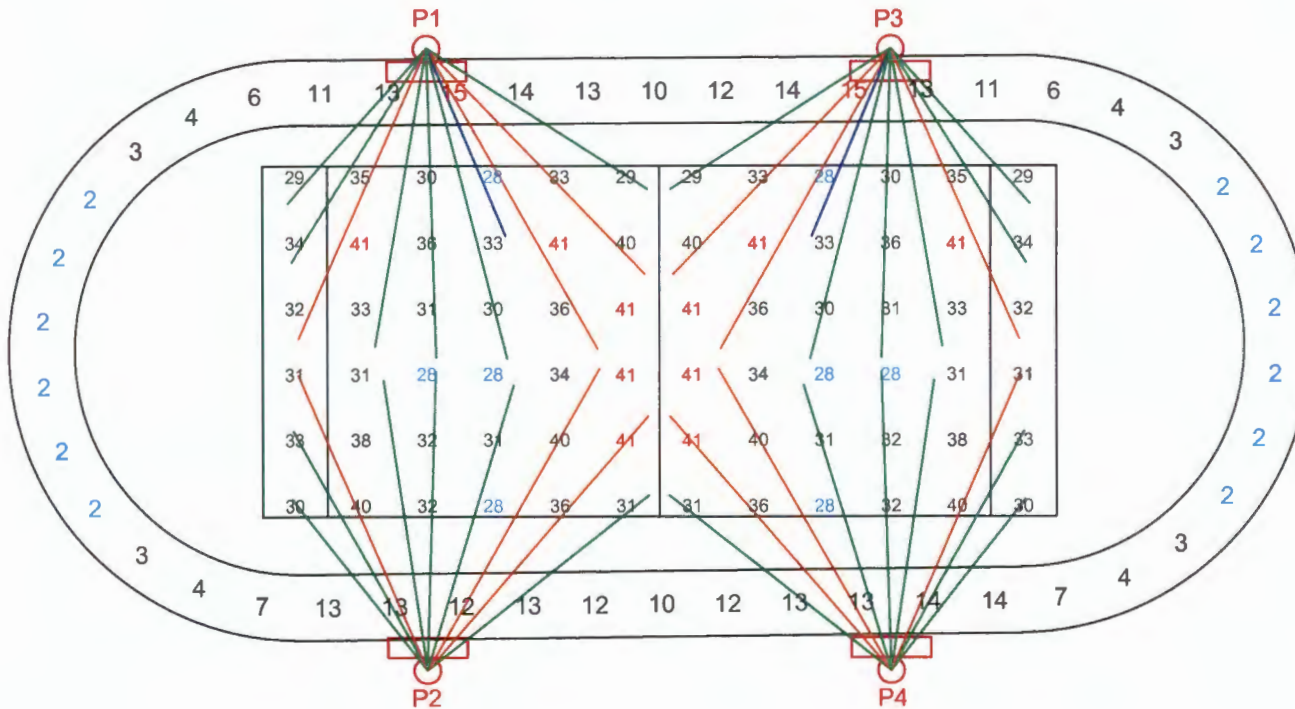
Design Disclaimer

- THIS INFORMATION IS CONFIDENTIAL AND PROPRIETARY TO QUALITE SPORTS LIGHTING, LLC AND IS NOT TO BE REVEALED OR DISTRIBUTED TO OTHERS WITHOUT THE PERMISSION OF QUALITE SPORTS LIGHTING, LLC OR USED IN ANY MANNER DETRIMENTAL TO THE INTEREST OF QUALITE SPORTS LIGHTING, LLC
- GUARANTEED FOR THE RATED LIFE OF THE LAMP WITHIN +/- 10% OF THE LIGHT LEVEL INDICATED. BASED ON THE PROPER INSTALLATION, VOLTAGE +/- 3%, POLE PLACEMENT AND MOUNTING HEIGHT WITHIN 3 FEET OF SPECIFIED LOCATION AND HEIGHT. POLES TO COMPLY WITH CURRENT AASTHO STANDARDS.
- INDIVIDUAL POINTS MAY VARY FROM PREDICTIONS. UNIFORMITIES GUARANTEED TO MEET THE IESNA'S RECOMMENDATION (UNLESS SHOWN HIGHER DUE TO DESIGN CRITERIA).

THIS DESIGN WAS DONE IN ACCORDANCE WITH ILLUMINATING SOCIETY OF NORTH AMERICA STANDARDS

MAINTAINED

Pole	x-loc	y-loc	height	N3	N4	N5-75	Total	kw
P1	-105	134	70ft	3	6	1	10	10.4
P2	-105	-150	70ft	3	6		9	9.4
P3	105	134	70ft	3	6	1	10	10.4
P4	105	-150	70ft	3	6		9	9.4
Total				12	24	2	38	39.5



N5-75 ———
Q-LED GameChanger 1000W

N3 ———
Q-LED GameChanger 1000W

N4 ———
Q-LED GameChanger 1000W

360'x160' FOOTBALL FIELD
72 points at z=3, sp 30ft by 30ft
HORIZONTAL FOOTCANDLES

Average	30
Maximum	41
Minimum	28
Avg:Min	1.21
Max:Min	1.46
Coef Var	0.13
UnifGrad	1.38

TRACK GRID
46 points
HORIZONTAL FOOTCANDLES

Average	8
Maximum	15
Minimum	2
Avg:Min	3.89
Max:Min	7.50
Coef Var	0.64

INITIAL LUMENS = 115,000



QUALITE SPORTS LIGHTING LLC.

215 W. MECHANIC ST. HILLSDALE, MI 49242
PHONE: 517/439-1581 FAX: 517/439-1194
800/933-9741 WWW.QUALITE.COM

REVISED (LAST DATE)

TWS SCALE=1 10-4-18 1 OF 1

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GUARANTEE IS BASED ON PROPER INSTALLATION, MINIMUM INPUT VOLTAGES, MOUNTING HEIGHT +/- 3 FEET, AND POLES PLACED WITHIN 4 FEET OF SPECIFIED LOCATIONS. POLES TO COMPLY WITH CURRENT AASHTO STANDARDS

THIS PRINT IS FOR PROPOSAL USE ONLY AND IS NOT TO BE USED FOR PRODUCTION.

Football Field Lighting Project

Electrical Bids

Stevenson Electric	\$	12,671.12
Kirchert Electric	\$	40,000.00
Orme Electric		no bid submitted

Stevenson Electric
 1195 190th St
 Shenandoah, IA 51601
 712-310-3658
 stvensonelectric17@gmail.com



ESTIMATE

ADDRESS

Shenandoah Community
 Schools
 304 W Nishna Rd
 Shenandoah, Iowa 51601

ESTIMATE # 1014
DATE 01/02/2019

ACTIVITY	QTY	RATE	AMOUNT
<p>Estimate for running power to new light poles at football field.</p> <ul style="list-style-type: none"> - West side of field (2 poles) have new underground power to them. Power will be disconnected from old pole, spliced at in-ground vaults, and ran up new pole locations to a height of 10'. - East side of field (2 poles) has old underground power buried to them without an equipment grounding conductor. New 200A breaker will be installed at north end of field on main power pole and new power will be trenched in underground to new pole locations. In-ground vaults will be installed at each pole, where main lighting circuit will be spliced and ran up new pole locations to height of 10'. - Price includes all labor and materials necessary to complete job. - Price includes necessary permit and inspection from State Fire Marshall's office. - Price does not include updating 400A service at power pole on north end. 			
Quazite vaults and lids			2,104.92
Underground wire			2,244.00

ACTIVITY	QTY	RATE	AMOUNT
Coated splicers			708.22
Trenching			1,200.00
Permit/Inspection			60.00
Conduit, fittings, grounding material, 200A MB and enclosure, and misc. material and hardware			1,241.48
Locating			500.00
Labor			4,612.50

Thanks for the business!		TOTAL	\$12,671.12

Accepted By

Accepted Date

Kirchert Electric LLC

101 Forbes
Essex, IA 51638

Estimate

Date	Estimate #
1/7/2019	69

Name / Address
Shenandoah Community School 304 W Nishna Rd Shenandoah, Iowa 51601

Project

Description	Qty	Rate	Total
install wiring for four new MUSCO Lighting poles all copper wiring and PVC conduit new disconnect at North pole control box will be next to North East pole, MUSCO control box West poles control box will be next to 400A meter setting SW you will take care of cutting cement and fence \$ 40,000.00 includes labor, materials, and inspection			

Subtotal	\$0.00
Sales Tax (7.0%)	\$0.00
Total	\$0.00