



**Linn-Mar Community School District Board of Education
May 8, 2017 - Work Session Minutes**

100: Call to Order and Determination of a Quorum

The Linn-Mar Community School District Board of Education work session as called to order at 5:00 PM in the boardroom of the Learning Resource Center. Roll was taken and a quorum was present. Board members present: Isenberg, Nelson, Patterson, Weaver, AbouAssaly, Gadelha, and Green. Administration present: Shepherd, Bisgard, Breitfelder, Anderson, and Ramos.

200: Adoption of Agenda *Motion 182-05-08*

Motion by Patterson to approve the agenda, second by AbouAssaly. Voice vote, motion approved.

300: Work Session

301: Enrollment Projections

Exhibit 301.1

Rob Schwarz, Owner of RSP & Associates, presented the board with enrollment projections/demographics, a history of the resources used to study the enrollment projections/demographics, and actual enrollment projections for the district and grade-levels. Some of the projections shared were: 1) by 2021 K-12 enrollment will be approximately 8,000 students, 2) elementary buildings have the greatest immediate need for space/capacity, and 3) the district has significant available land for residential development in its boundaries which will rapidly increase the rate of enrollment throughout the district. RSP performed an enrollment projection study for the district in 2012; four years later their projected versus actual enrollment was 99% accurate.

302: District Enrollment and Capacity Update

Exhibit 302.1

Shannon Bisgard, Associate Superintendent, shared a report on building enrollments and capacity that reflected percentages for enrollment increases and capacity for each building.

- Based on the 2016-17 enrollment figures building capacity percentages range from 86% to 106% with the district capacity at 97.46%.
- With the changes for 2017-18 (addition at Westfield completed, modular unit at Indian Creek hosting 2 classrooms, HS renovation completed, two Early Childhood Blended programs moving to Echo Hill, and the new autism program added at Novak) building capacity for all buildings would fall to 86% to 98% with the district capacity at 90.06%.
- If the proposed district restructure plan was already in effect for the 2017-18 school year (two new 5-6 grade buildings, one new elementary building, elementary grades as PreK-4, MS grades as 7-8, HS as grades 9-12) building capacity percentages would fall to 59% to 87% with the district capacity at 73.73%.

303: Facilities Restructuring Plan Update

Exhibit 303.1

Roger Worm and Susan Bowersox with OPN Architects summarized the process the Facilities Committee went through to narrow down the list of projects and priorities for the three historic elementary buildings; Bowman Woods, Indian Creek, and Wilkins as part of the proposed district restructure plan.

304: Facilities Restructuring Plan Financing and Bond Language *Exhibits 304.1-3*

JT Anderson, Chief Financial Officer, presented a history on general obligation bond funding and three funding scenarios that considered different factors including the projected overall tax increase for community tax payers. The tax increase ranged from a 3-year incremental increase of \$1.65 debt levy, \$3.35 immediate debt levy, and \$4.05 maximum debt levy. The 3-year incremental increase would have the least negative impact on tax payers.

Anderson also presented information on the PPEL and SAVE 10-year capital projects funding that included a snapshot of how big the district is and possible projects for FY2018-2027 by building. Based on estimated revenues and expenditures for the PPEL and SAVE funds, the district would have approximately \$25 million in 10-year capital project funding, but there are several factors that may impact funding from property valuations, sales tax receipts, student enrollment, additional debt issued against SAVE and/or PPEL, and other purposes for the funds based on legislators or Board driven.

Anderson presented the board with a draft of the bond petition language for their consideration in preparation for their approval vote on May 22nd.

305: Facilities Restructuring Plan Communication Strategy *Exhibit 305.1*

Matthew May, Communications/Media Coordinator, and Carly Weber, OPN Marketing Director, shared a quick overview of the communication opportunities and action plan for sharing details of the restructure plan/bond vote with the Linn-Mar community. Opportunities and strategies range from Facebook, online videos, board meetings, block parties at senior living centers, speaking with community groups and events, etc. The communications plan will kick-off on May 24th if the board approves to move forward with the restructure plan and bond campaign at their May 22nd meeting.

400: Adjournment Motion 183-05-08

Motion by Green to adjourn the work session at 6:41 PM, second by AbouAssaly. Voice vote, motion approved.

Tim Isenberg, Board President

Gayla Burgess, Recording Secretary

*Minutes respectfully submitted by:
Gayla Burgess, May 8, 2017*



**Linn-Mar Community School District Board Meeting
May 8, 2017 - Regular Meeting Minutes**

100: Call to Order and Determination of a Quorum

The Linn-Mar Community School District Board of Education regular meeting was called to order at 7:00 PM in the boardroom of the Learning Resource Center. Roll was taken and a quorum was present. Board members present: Nelson, Patterson, Weaver, AbouAssaly, Gadelha, Green, and Isenberg. Administration present: Shepherd, Bisgard, Breifelder, Anderson, Christian, and Ramos.

200: Adoption of the Agenda *Motion 184-05-08*

Motion by Nelson to adopt the agenda with the walk-in exhibit, second by Green. Voice vote, motion approved.

300: Recognitions/Proclamations

301: Recognition of SODA/TRY Programs

President Isenberg introduced Kevin McCauley and Tonya Moe, High School SODA/TRY Sponsors, and the student leaders of both programs and presented them with a certificate of recognition for their dedication to the district, achievements, and student leadership.

400: Audience Communications

500: Resolutions/Opening of Bids/Public Hearings

501: Public Hearing on FY17 Certified Budget Amendment *Refer to Exhibit 701.1*
Board President Isenberg called a public hearing to order at 7:09 PM regarding the FY17 certified budget amendment. No comments received. Public hearing closed at 7:10 PM.

502: Public Hearing on Plans/Specs for Install of LRC Sprinkler System *Refer to Exhibit 702.1*
Board President Isenberg called a public hearing to order at 7:10 PM regarding the plans/specs for the installation of a sprinkler system at the Learning Resource Center. No comments received. Public hearing closed at 7:11 PM.

600: Informational Reports

601: Iowa BIG *Exhibit 601.1*
Liz Sheka and Mark Matson, Linn-Mar Iowa BIG Teachers, shared updates on the program with help from a special presenter, Vi Phan, a Linn-Mar student completing her first year in the Iowa BIG program.

- In 2016-17 there were 130 students enrolled in BIG, 100+ community partners, 7 public high schools participating from 4 local school districts (Cedar Rapids, College, Linn-Mar, and Mt Vernon), and one location at the Geometric Building in the NewBo District.
- In 2017-18 the program will hire a third teacher with the focus on Social Studies, accept all 78 Linn-Mar High School students interested in participating in BIG, enroll 2 Marion

Independent students, increase enrollment from 130 to 220 students, and open the Linn-Mar extension of Iowa BIG at the Kerndt Bank on Boyson Road.

- Vi also highlighted various student projects, community partnerships, and a reminder that XQ The Super School Project presented Iowa BIG with a \$1M grant for five years.

602: Special Education Advisory

Nelson reported that during the April 26th Special Education Advisory meeting the group discussed the district restructure plan, the hiring of a behavior consultant, and reviewed their meeting schedule for the 2017-18 school year. The advisory will have two official meetings and host two Parent Universities next year.

603: Marion City Council

Nelson shared that during the May 4th Marion City Council meeting the Iowa BIG students presented a mock-up of a new bridge in Marion. The City had reached out to the students for a concept design. The City also approved a plat agreement south of Settlers Drive and northwest of Winslow Road in Marion.

604: Board Book

Exhibit 604.1

Superintendent Shepherd highlighted several items from the May 8th Board Book including the Homework Committee report, the high school and middle school course changes for 2017-18, the check received for Worker’s Compensation, and congratulated Jeri Ramos, Executive Director of Technology Services, for her role in organizing the Iowa state chapter of CoSA. Board Member Green also shared congratulations to Melissa Bray, Preschool Teacher at Linn Grove Elementary, for receiving the Grant Wood AEA Educational Partner Award. Questions were raised about equity in homework between the middle schools, clarification on what the Unified Classroom Solution software entailed, and a request to discuss the findings of the Homework Committee with the Policy Committee to ensure board policy is being met.

700: Unfinished Business

701: FY17 Certified Budget Amendment *Motion 185-05-08*

Exhibit 701.1

Motion by AbouAssaly for the board to approve the fiscal year 2017 certified budget amendment as presented, second by Weaver. Voice vote, motion approved.

702: Plans/Specs for Installation of Sprinkler System *Motion 186-05-08*

Exhibit 702.1

Motion by AbouAssaly for the board to approve the plans/specs for the installation of a sprinkler system at the Learning Resource Center as presented, second by Nelson. Voice vote, motion approved.

800: New Business

801: Open Enrollments *Motion 187-05-08*

Motion by AbouAssaly for the board to approve the following open enrollment requests as presented, second by Nelson. Voice vote, motion approved.

Approved In

Name	Grade	Residing District	Reason
Tuttle, Alyssa	K	Marion Independent SD	On Time
Woodman, Naomi	K	Cedar Rapids CSD	On Time

900: Consent Agenda

901: Personnel

Certified Staff: Assignment/Reassignment/Transfer

Name	Assignment	Dept Action	Salary Placement
Bohlken, Jenna	WF: Student Support Services Level I Teacher	8/15/17	MA Step 9
Cronk, Lana	From LG 5 th Gr to EX Multi-Subject Teacher	8/17/17	Same
Dill, Chelsea	HS: .5 Social Studies Teacher	8/15/17	MA Step 1
Niertert, Joe	From HS Assistant Principal/Student Dean to Associate Principal/COMPASS	7/1/17	\$90,000/year
Shirk, Krista	EX: Multi-Subject Teacher	8/15/17	MA Step 3
Tedrow, Rene	HS: Student Support Services Level I Teacher	8/15/17	BA+24 Step 4
Tiede, Jennifer	From .5 OR/.5 HS to 1.0 HS Band Teacher	8/17/17	Same

Certified Staff: Extended Leave of Absence

Name	Assignment	Dept Action	Reason
Haker, Rachelle	EX: School Counselor	2017-18 School Year	Personal

Classified Staff: Assignment/Reassignment/Transfer

Name	Assignment	Dept Action	Salary Placement
Banowetz, Cindy	NS/HS General Help: From 4.25 to 5.5 hrs/day	5/8/17	Same
Neff, Natalie	AC: Aquatic Instructor	4/24/17	\$11.00/hr
Noltensmeier, Kelly	NS/HS General Help: From 5.5 to 4 hrs/day	5/8/17	Same
Sheldon, Stephanie	HS: Building Secretary II (9/10)	8/1/17	LMSEAA IV, Step 10
Shepherd, Vivian	AC: Aquatic Instructor	4/24/17	\$11.00/hr

Classified Staff: Resignation

Name	Assignment	Dept Action	Reason
Grabe, Scott	TR: Bus Driver	4/21/17	Personal
Koepf, Tracie	IC: Student Support Associate	5/31/17	Retirement

Extra-Curricular: Assignment/Reassignment/Transfer

Name	Assignment	Dept Action	Salary Placement
Bettman, Devin	HS: Head 9 th Gr/Assistant Varsity Baseball Coach	5/8/17	\$4,261

902: Approval of April 24th Minutes

Exhibit 902.1

903: Approval of Bills

Exhibit 903.1

904: Approval of Contracts

Exhibits 904.1-6

1. Agreement with Hall and Hall Engineers to conduct a land survey of the newly-purchased property located along 35th Avenue, west of Hwy 13, Marion, Iowa, for a cost of \$4,000.
2. Change order with Larson Construction for materials and labor relating to the High School renovation project for an increase of \$6,339.98. *Refer to exhibit 904.1 for itemized list.*
3. Certificate of substantial completion with Larson Construction regarding the High School renovation project.
4. Agreement with Innovative Modular Solutions for installation of modular unit to house two classrooms at Indian Creek Elementary effective July 1, 2017.
5. Agreement with Marion Fire Department for use of farmhouse on C Avenue property for training and controlled burn.

6. Agreement with Alburnett CSD for the shared time and services of Angie Morrison in the capacity of Business Manager for Alburnett CSD.
7. Interagency agreements for Special Education programming with Cedar Rapids CSD (3), Davis County CSD (1), Des Moines Independent (1), Maquoketa CSD (1), Mason City CSD (1), and Waverly-Shell Rock CSD (1). *For student confidentiality exhibits are not provided.*

905: Disposition of Obsolete Equipment: No items for sale at this time.

906: Items Removed from the Consent Agenda for Separate Action

907: Approval of the Consent Agenda **Motion 188-05-08**

Motion by AbouAssaly to approve the consent agenda with the addition of the walk-in exhibit, second by Green. Special thanks were extended to Jamie Brandt for serving as Head Varsity Girls' Basketball Coach and the board wished her well in her new role. Attention was drawn to the retirement of Tracie Kopp, Student Support Associate. Voice vote, motion approved.

1000: Communications, Announcements, and Transmittals

1001: Board Communications

The board thanked all the people who presented during the work session for their time and dedication to the district restructure process and stated they felt better after tonight's presentation on their understanding of the issues and needs. There was a request for a work session that focuses on why there will be a replacement of letter grades with standards based grading at the middle school level but not at the high school level. The May 17th Policy Committee meeting will be rescheduled. The May 18th Finance/Audit Committee meeting will be rescheduled. Research on the equity of homework between the middle schools was requested. Thanks were also extended to the presenters from Iowa BIG.

1002: Calendar

Date	Time	Event	Location
May 17 th	Noon	Policy Committee	Superintendent's Conference Room
May 18 th	7:30 AM	Finance/Audit Committee	Superintendent's Conference Room
May 18 th	5:30 PM	Marion City Council (Tim)	City Hall
May 19 th	10:00 AM	Iowa Education Director Ryan Wise Visit	High School
May 19 th	1:00 PM	SUCCESS Center Graduation	Success Center
May 22 nd	5:00 PM 7:00 PM	Board Work Session Board Regular Meeting	Boardroom
May 23 rd	7:30 AM	LM Foundation Board Meeting	Boardroom
May 24 th	Noon	100-Hour Volunteer Luncheon	Lowe Park
May 25 th	4:00 PM	School Improvement Advisory (SIAC)	LRC Room 5
May 28 th	1:00 PM	High School Graduation	US Cellular Center
May 29 th	N/A	Memorial Day/No School/LRC Closed	District-wide
May 31 st	N/A	Last Day of School	District-wide
Date	Time	Event	Location
June 1 st	N/A	K-12 Professional Learning Day	District-wide
June 2 nd	N/A	K-8 Teacher Work Day/9-12 Comp Day	District-wide
June 8 th	5:30 PM	Marion City Council	City Hall
June 12 th	5:00 PM 7:00 PM	Board Work Session Board Regular Meeting	Boardroom
June 22 nd	7:30 AM	Finance/Audit Committee	Superintendent's Conference Room
June 22 nd	5:30 PM	Marion City Council	City Hall
June 27 th	7:30 AM	LM Foundation Board Meeting	Boardroom

1003: Committees/Advisories

Committees/Advisories	Board/Administrative Participants
Finance/Audit Committee	Anderson, Shepherd, Morrison, AbouAssaly, Green, Weaver
Policy Committee	Shepherd, Morrison, Gadelha, Nelson, Patterson
Technology Committee	Ramos, Isenberg
Career & Technical Education	Bisgard, Nelson
Equity Advisory	Bisgard, Christian, Ramos, Patterson
School Improvement Advisory	Bisgard, Gadelha
Health & Human Development	Breitfelder, AbouAssaly
Special Education Advisory	Breitfelder, Nelson

1100: Adjournment *Motion 189-05-08*

Motion by Nelson to adjourn the regular meeting at 7:55 PM, second by AbouAssaly. Voice vote, motion approved.

Tim Isenberg, Board President

Gayla Burgess, Recording Secretary

*Minutes respectfully submitted by:
Gayla Burgess, May 8, 2017*