

**School Board Regular Meeting
January 24, 2022
5:00 PM @ LRC Boardroom**

Audience Attendance Options:

1. YouTube Link: The meeting will be available for livestream viewing via YouTube.

[Click here to livestream the meeting via YouTube](#)

2. In-Person Attendance: If you wish to attend in person, please park at the north end of the LRC and enter through the door under the metal awning. Social distancing of three feet and face masks are encouraged for those who are not fully vaccinated.

100: Call to Order and Determination of a Quorum

The Linn-Mar School Board regular meeting will be called to order at 5:00 PM in the boardroom of the Learning Resource Center (2999 N 10th St, Marion). Roll will be taken to determine a quorum.

_____ Buchholz _____ Morey _____ Nelson _____ Rollinger _____ Walker _____ Wall _____ Weaver

200: Adoption of the Agenda

MOTION to adopt the agenda as presented.

Action _____ *Motion:* _____ *Second:* _____

Carried: Yes / No

300: Audience Communications

Board President Morey will read a statement regarding updated procedures for audience communications that will go into effect at the February 7th board meeting.

At this time, the board invites the public to speak on items related to the agenda or district. The board will receive and acknowledge comments but will not engage in a dialog with the speaker because of the set agenda for the meeting. Remarks are limited to three minutes per speaker. Remarks should not contain names or other identifying information about students, teachers, administrators, or other personnel. For additional information on audience participation during board meetings visit Policy 204.9 (www.Linnmar.k12.ia.us).

400: Informational Reports, Discussions, and Presentations

401: Math Interventions Program – Exhibit 401.1

Karla Ries, Director of Elementary Teaching & Learning, and members of the Math Strategists Team will share an update on the program.

402: 2022-23 Financial Projections – Exhibits 402.1-2

Chief Financial Officer JT Anderson will review the district's 2022-23 financial projections.

403: Marion City Council

Board Member Wall will report on the January 20th Marion City Council meeting.

404: Legislative Update

Superintendent Bisgard and Board Members Morey and Wall will report on the current legislative session.

405: Superintendent’s Update – Exhibit 405.1

Superintendent Bisgard will share updates from around the district.

500: Unfinished Business

501: Approval of Updated Return-to-Learn Plan – Exhibits 501.1-2

Superintendent Bisgard will review proposed updates to the Return-to-Learn Plan prior to the board’s approval.

MOTION to approve the updated Return-to-Learn Plan as presented.

Action *Motion:* _____ *Second:* _____ *Carried: Yes / No*

502: Award Bid for LRC Roof Project – Exhibit 502.1

MOTION to award the bid for the LRC roof project to Dryspace, Inc., as the lowest responsive bidder for a total cost of \$99,219.00.

Action *Motion:* _____ *Second:* _____ *Carried: Yes / No*

503: Award Bid for Bowman Woods Roof Project – Exhibit 503.1

MOTION to award the bid for the Bowman Woods roof project to Dryspace, Inc., as the lowest responsive bidder for a total cost of \$199,901.00.

Action *Motion:* _____ *Second:* _____ *Carried: Yes / No*

504: Award Bids for Echo Hill & Novak Roof Projects – Exhibit 504.1

MOTION to award the bids for the Echo Hill and Novak roof projects to Modern Builders, Inc., as the lowest responsive bidder for a base bid of \$440,700.00 for Echo Hill and a base bid of \$445,500.00 for Novak; for a total cost of \$886,200.00.

Action *Motion:* _____ *Second:* _____ *Carried: Yes / No*

505: Second Reading of Policy Recommendations – Exhibit 505.1

MOTION to approve the second reading of the policy recommendations as presented.

Action *Motion:* _____ *Second:* _____ *Carried: Yes / No*

- The full 800 Series [Business Procedures] was reviewed with updates recommended for:
 - 801.3 Transfer of Funds
 - 801.4 General Fund Reserves and Fund Balance Reporting
 - 801.6 Inventory and Fixed Assets
 - 802.1 Local, State, Federal, and Miscellaneous Revenue

- 802.3-R Administrative Regulations Regarding Education Supply Fees
 - 802.6 Investments
 - 802.9-R1 Administrative Regulations Regarding Debt Management
 - 802.10 Cash in School Buildings
 - 802.11 Online Fundraising Campaigns/Crowdfunding
 - 803.1 Purchasing/Bidding: Goods and Services
 - NEW 803.1-R2 Procedures for Contracts and Purchases Paid with Federal Funds
 - 803.2 Bids and Awards for Construction Contracts
 - 803.2-R Administrative Regulations Regarding Bids and Awards for Construction Contracts
 - 803.3 District Credit Card Use
 - 803.3-R Administrative Regulations Regarding District Credit Card Use
 - 803.4 Public Purpose and Use of Public Funds
 - 803.4-R Administrative Regulations Regarding Public Purpose and Use of Public Funds
 - 803.6 Approval and Payment for Goods and Services
 - 803.10 Travel Allowances
 - 803.10-R Administrative Regulations Regarding Travel Allowances
 - 804.2 Treasurer's Annual Report
 - 805.1 Bonds for Officers and Employees
 - 806.1 Insurance Program and Review
 - 807.1 Response Plan: Radiological Emergency
- The following policies are also being recommended for updates, or as new policies, based on guidance from the Iowa Association of School Boards (IASB) and Iowa Code:
 - 201.6 Organization of the School Board
 - NEW 202.7-E Board Conflict of Interest Form
 - 204.3 Closed Sessions of the School Board
 - NEW 204.5 Exempt Sessions of the School Board
 - 204.7 Board Meeting Agenda
 - 204.9 Public Participation in Board Meetings
 - NEW 403.17-E Employee Conflict of Interest Form
 - 502.12 Student Complaints and Grievances
 - 602.25 Space Requirements for Open Enrollment and Attendance Exception Requests
 - NEW 604.3 Assistance Animals

600: New Business

601: Open Enrollment Requests

MOTION to approve the open enrollment requests as presented.

Action *Motion:* _____ *Second:* _____

Carried: Yes / No

Approved IN

| Name | Grade | Resident District | Reason |
|---------------|------------------|--------------------------|---------------|
| Smith, Darryl | 10 th | Marion Independent | Good cause |

Approved OUT

| Name | Grade | Resident District | Reason |
|-----------------|-----------------|--------------------------|---------------|
| Macedo, Madison | 9 th | Marion Independent | Good cause |

700: Consent Agenda

MOTION to approve the consent agenda as presented.

Action Motion: _____ Second: _____

Carried: Yes / No

701: Personnel

Certified Staff: Resignation

| Name | Assignment | Dept Action | Reason |
|------------------|------------------------|--------------------|---------------|
| Calcara, Marilyn | District Nurse | 6/1/22 | Retirement |
| Garcia, Daniel | HS: Science Teacher | 5/30/22 | Relocation |
| Rogers, Ed | WF: Building Principal | 6/30/22 | Retirement |

Classified Staff: Assignment/Reassignment/Transfer

| Name | Assignment | Dept Action | Salary Placement |
|--------------------|--|--------------------|-------------------------|
| Bidleman, Cayci | EX: Student Support Associate | 2/3/22 | LMSEAA II, Step 1 |
| Bryant, David | BP: Student Support Associate | 1/17/22 | LMSEAA II, Step 2 |
| Crockett, Jennifer | NS: HS General Help | 1/18/22 | Step 1 |
| Delaney, Roisin | BW: Student Support Associate | 1/18/22 | LMSEAA II, Step 1 |
| DeLoach, Isela | HS: Health Assistant | 1/19/22 | LMSEAA II, Step 1 |
| Emery, Noreen | NS: IC General Help | 1/14/22 | Step 1 |
| Finchum, Grady | HS: Student Supervisor | 1/14/22 | \$15.00/hour |
| Gronewold, Lana | NS: HS General Help | 1/18/22 | Step 1 |
| Mallon, Angie | NS: BW General Help | 1/18/22 | Step 2 |
| McCloe, Cari | HS: From Part-Time to Full-Time General Help | 1/19/22 | SEIU A, Step 1 |
| Sattizahn, Allison | HS: From Student Support Assoc to Student Supervisor | 1/10/22 | \$15.00/hour |
| Weber, Lilly | AC: Academic Aquatic Instructor | 1/11/22 | \$15.00/hour |
| Williams, Jamie | NS: From NE Lead Cook to District Rover | 1/3/22 | SEIU A, Step 1 |
| Wittnebel, Julia | AC: Academic Aquatic Instructor | 1/18/22 | \$15.00/hour |
| Yirkovsky, Toni | HS: Student Support Associate | 1/18/22 | LMSEAA II, Step 1 |

Classified Staff: Resignation

| Name | Assignment | Dept Action | Reason |
|--------------------|-------------------------------|--------------------|------------------|
| Braumann, Michelle | NS: HS General Help | 1/14/22 | Other Employment |
| Chapman, Michael | EX: Student Support Associate | 1/5/22 | Personal |
| Folken, Ashlee | NS: IC General Help | 1/14/22 | Other Employment |
| Michalec, Riley | EH: Student Support Associate | 1/11/22 | Personal |
| Reynolds, Kinsey | EH: Student Support Associate | 1/13/22 | Personal |
| Van Maanen, Morgan | HS: Student Supervisor | 1/21/22 | Relocation |

702: Approval of January 10th Minutes – Exhibit 702.1

703: Approval of Bills – Exhibit 703.1

704: Approval of Contracts – Exhibits 704.1-4

1. Agreement with Kirkwood Community College for onsite and alternative concurrent enrollment
2. Agreement with Kirkwood Linn County Regional Center for concurrent enrollment
3. Student teaching agreement with the University of Dubuque
4. Independent contractor agreement with John Hall for work with LM Orchestra

705: Fundraising Requests – Exhibits 705.1-3

1. Swim/Dive team to host Iowa Masters state swim meet in March
2. Westfield Art/Music/PE Cotton Gallery t-shirt sales
3. Westfield Art/Music/PE Square 1 Art sales

800: Board Communications, Calendar, and Committees

801: Board Communications

802: Board Calendar

| Date | Time | Event | Location |
|-------------|-------------|---|-------------------------|
| Jan 27 | 11:30 AM | Board Visit | Wilkins Elementary |
| Date | Time | Event | Location |
| Feb 2 | 4:15 PM | Career & Technical Education Advisory (CTE) | LRC Room 304/305 |
| Feb 3 | 5:30 PM | Marion City Council (<i>Wall</i>) | City Hall/Virtual |
| Feb 7 | 5:00 PM | Board Regular Meeting & Work Session | LRC Boardroom/YouTube |
| Feb 15 | 11:30 AM | Board Visit | Echo Hill Elementary |
| Feb 17 | 5:30 PM | Marion City Council (<i>Rollinger</i>) | City Hall/Virtual |
| Feb 21 | 5:00 PM | Board Meeting | LRC Boardroom/YouTube |
| Date | Time | Event | Location |
| Mar 3 | 7:30 AM | Finance/Audit Committee | LRC Conference Room 203 |
| Mar 3 | 11:00 AM | Board Visit | Linn-Mar High School |
| Mar 3 | 5:30 PM | Marion City Council | City Hall/Virtual |
| Mar 7 | 5:00 PM | Board Meeting | LRC Boardroom/YouTube |
| Mar 17 | 5:30 PM | Marion City Council | City Hall/Virtual |
| Mar 23 | 11:30 AM | Policy Committee | LRC Room 5 |
| Mar 31 | 11:30 AM | Board Visit | Indian Creek Elementary |

803: Committees and Advisories

| Committee | 2021-22 Representatives |
|--|--------------------------------|
| Finance/Audit Committee | Buchholz, Morey, and Weaver |
| Policy/Governance Committee | Morey, Nelson, and Wall |
| Career & Technical Education Advisory (CTE) | Nelson, Rollinger, and Walker |
| School Improvement Advisory Committee (SIAC) | Rollinger, Walker, and Wall |

900: Adjournment

MOTION to adjourn the regular meeting at _____ PM.

Action *Motion:* _____ *Second:* _____

Carried: Yes / No

**School Board Special Session
January 24, 2022**

The work session will not be livestreamed due to the majority of it being closed to the public.

100: Call to Order and Determination of a Quorum (Open to in-person audience attendance)

The Linn-Mar School Board special session will be called to order immediately following the regular meeting in the boardroom of the Learning Resource Center (2999 N 10th St, Marion). Roll will be taken to determine a quorum.

_____ Buchholz _____ Morey _____ Nelson _____ Rollinger _____ Walker _____ Wall _____ Weaver

200: Adoption of the Agenda (Open to in-person audience attendance)

MOTION to adopt the agenda as presented.

Action Motion: _____ Second: _____

Carried: Yes / No

300: Closed Session (Closed to in-person audience attendance)

301: Motion to Move into Closed Session (Roll Call Vote)

MOTION for the board to move into closed session at _____ PM as provided in section 21.5(1)(i) of Iowa Code to evaluate the professional competency of an individual whose appointment, hiring, performance, or discharge is being considered.

Action Motion: _____ Second: _____

Carried: Yes / No

_____ Buchholz _____ Morey _____ Nelson _____ Rollinger _____ Walker _____ Wall _____ Weaver

302: Motion to Return to Open Session (Roll Call Vote)

MOTION to return to open session at _____ PM

Action Motion: _____ Second: _____

Carried: Yes / No

_____ Morey _____ Nelson _____ Rollinger _____ Walker _____ Wall _____ Weaver _____ Buchholz

400 Adjournment (Open to in-person audience attendance)

MOTION to adjourn the meeting at _____ PM.

Action Motion: _____ Second: _____

Carried: Yes / No