

**School Board Regular Meeting Agenda
December 10, 2018
5:00 PM @ LRC Boardroom**

100: Call to Order and Determination of a Quorum

The Linn-Mar Community School District Board of Education 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.

_____AbouAssaly _____Isenberg _____Lausen _____Mehaffey _____Nelson _____Wall _____Weaver

200: Adoption of the Agenda

MOTION to adopt the agenda as presented.

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

300: Audience Communications

At this time, the board invites the public to speak on items related to the agenda or district. The board provides this time so that patrons have the opportunity to address information that may be relevant to board discussion. The board appreciates the interest shown by patrons who are willing to speak to help realize our mission for Linn-Mar students: *Inspire Learning. Unlock Potential. Empower Achievement.*

- Remarks are limited to three minutes per speaker.
- The board will receive comments, but will not engage in dialog because of set agenda.
- Remarks should not contain names or other identifying information about students, teachers, administrators, or other personnel because of the potentially confidential nature of certain situations. In such cases, the speaker should contact the appropriate administrator with concerns.

400: Informational Reports:

401: Iowa BIG Policy Recommendation – Exhibit 401.1

Students from the Iowa BIG program will present a policy recommendation to the board.

402: FY2018 Comprehensive Annual Finance Report – Exhibits 402.1-2

Sarah Bohnsack, with Bohnsack and Frommelt, LLP, will report to the board on the Comprehensive Annual Finance Report for fiscal year 2018.

403: Indian Creek Trail Project – Exhibit 403.1

Superintendent Shannon Bisgard will review the Indian Creek Trail Project being proposed by the City of Marion.

404: Facilities Advisory Committee Update – Exhibit 404.1

Superintendent Shannon Bisgard, Board President Sondra Nelson, and Board Vice President George AbouAssaly will share an update from the December 4th Facilities Advisory Committee meeting.

405: Board Reports

- **405.1:** Policy Committee – Nov 28th – Refer to Exhibit 605.1
- **405.2:** Board Visit to High School – Nov 30th
- **405.3:** Finance/Audit Committee – Dec 6th
- **405.4:** Marion City Council – Dec 6th
- **405.5:** Cabinet Update – Exhibit 405.5

500: Unfinished Business

501: Digital Learning – Exhibit 501.1

Jeri Ramos, Executive Director of Technology, and Bob Read, Director of Innovations, will facilitate a continued discussion on digital learning.

502: Approval of FY2018 Comprehensive Annual Finance Report – Refer to Exhibit 402.2

MOTION to approve the Comprehensive Annual Finance Report for fiscal year 2018, as presented, for submission to the Association of School Business Officials.

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

503: Resolution Appointing Bankers Trust – Exhibits 503.1-2 **Roll Call Vote**

MOTION to approve the resolution appointing Bankers Trust Company of Des Moines, Iowa, to serve as paying agent, bond registrar, and transfer agent; approving the paying agent, bond registrar, and transfer agent agreement; and authorizing the execution of same.

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

_____ AbouAssaly _____ Isenberg _____ Lausen _____ Mehaffey _____ Nelson _____ Wall _____ Weaver

504: Approval of Tax Exemption Certificate – Exhibit 504.1 **Roll Call Vote**

MOTION to approve and place on file the form of tax exemption certificate as presented.

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

_____ Isenberg _____ Lausen _____ Mehaffey _____ Nelson _____ Wall _____ Weaver _____ AbouAssaly

505: Approval of Continuing Disclosure Certificate – Exhibit 505.1 **Roll Call Vote**

MOTION to approve and place on file the form of continuing disclosure certificate as presented.

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

_____ Lausen _____ Mehaffey _____ Nelson _____ Wall _____ Weaver _____ AbouAssaly _____ Isenberg

506: Resolution Authorizing Issuance of Bonds – Refer to Exhibit 503.1 **Roll Call Vote**

MOTION to approve the resolution authorizing the issuance of general obligation school bonds, Series 2018, of the Linn-Mar Community School District, State of Iowa, in the amount of \$10,000,000, and levying a tax for the payment thereof.

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

_____ Mehaffey _____ Nelson _____ Wall _____ Weaver _____ AbouAssaly _____ Isenberg _____ Lausen

600: New Business

601: Approval of At-Risk/Dropout Prevention Application – Exhibit 601.1

MOTION to approve the 2019-20 At-Risk/Dropout Prevention modified, supplemental application in the amount of \$1,272,548, and for this amount to be submitted to the School Budget Review Committee for consideration of increased spending authority.

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

602: Approval of High School Program of Studies – Exhibits 602.1-2

MOTION to approve the 2019-20 High School Program of Studies as presented.

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

603: 2019-20 Physical Education Standards Exemption

MOTION to approve the 2019-20 Physical Education Standards Exemption, per CASA requirements, to teach high school physical education in a 90-minute block, quarter format instead of the traditional semester format.

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

604: Approval of 2019-20 District Calendar – Exhibit 604.1

MOTION to approve the 2019-20 district calendar as presented.

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

605: First Reading of Policy Recommendations – Exhibit 605.1

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

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

- 703.1 – New Policy – Technology and Data Security
- 703.1-R – New Policy – Admin Regulations Regarding Technology & Data Security Requirements for 3rd-Party Vendors
- The full 800 Series – *Business Procedures* – was reviewed with wording changes recommended for:
 - 801.1 Planning, Preparation, Requirements, and Publication of Budget
 - 801.2 Budget Implementation
 - 803.2 Bids and Awards for Construction Contracts
 - 803.2-R Admin Regulations Regarding Bids and Awards for Construction Contracts
 - 803.3-R Admin Regulations Regarding District Credit Card Use
 - 803.9 Payroll Deductions
 - 803.10-R Admin Regulations Regarding Travel Allowances

700: Consent Agenda

MOTION to approve the consent agenda as presented.

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

701: Personnel

Classified Staff: Assignment/Reassignment/Transfer

Name	Assignment	Dept Action	Salary Placement
Brewer, Marcie	OR: Student Support Associate	11/26/18	LMSEAA II, Step 10
Jellison, Michelle	NE: Student Support Associate	11/26/18	LMSEAA II, Step 6
Livingston, Courtney	HS: Student Support Associate	12/6/18	LMSEAA II, Step 6
Randall, Michael	AC: Academic Aquatic Instructor	11/15/18	\$15.00/Hour

Name	Assignment	Dept Action	Salary Placement
Taylor, Maria	OR: From Health Asst to School Counselor Secretary	11/26/18	LMSEAA IV, Step 13
Vorobtsov, Rebecca	OR: From Media Assistant to Health Assistant	11/26/18	LMSEAA II, Step 10
Yorgey, Marissa	AC: Academic Aquatic Instructor	12/5/18	\$15.00/hour

Classified Staff: Resignation

Name	Assignment	Dept Action	Reason
Del Toro, Martha	LG: Student Support Associate	12/4/18	Personal
Merrill, Gail	TR: Bus Rider Helper	11/16/18	Personal

Extra/Co-Curricular: Resignation

Name	Assignment	Dept Action	Reason
Matus, Sarah	HS: Assistant Girls' Varsity Basketball Coach	11/26/18	Personal

702: Approval of November 19th Minutes – Exhibit 702.1

703: Approval of December 3rd Special Session Minutes – Exhibit 703.1

704: Approval of Bills – Exhibit 704.1

705: Approval of Contracts – Exhibits 705.1-11

1. Agreement with OPN Architects for the 5th-6th grade intermediate buildings
2. Student teaching letter of agreement with Western Governors University
3. Clinical practicum and school counseling intern agreement with Loras College
4. Agreement for field experience with Morningside College
5. Iowa cash rent farm lease with RJ Carson
6. Reservation agreement with Marion Columbus Club for AP testing location
7. Independent contractor agreement with Ann Brunson
8. Independent contractor agreement with Emma Erner
9. Independent contractor agreement with Jennifer Petsche
10. Independent contractor agreement with Alexandria Rozeboom
11. Independent contractor agreement with Carol Tralau
12. Interagency agreements for special education with Cedar Rapids CSD (1), Clear Creek Amana CSD (1), Dubuque CSD (1), Grant Wood AEA (1), Iowa City CSD (1), and Marion Independent (29). *For student confidentiality, exhibits not provided.*

706: Approval of Fundraisers – Exhibit 706.1

707: Disposition of Obsolete Equipment

Per Iowa Code (§§297.22-25) and Policy 902.6, the district will list for sale obsolete equipment and furnishings on GovDeals.com. *Items for sale: Hydraulic plow pump, kitchen mixers, and push salt spreaders.*

708: Informational Reports – Exhibits 708.1-2

1. Financials and Cash Balance Reports as of 10/31/17
2. Financials and Cash Balance Reports as of 10/31/18

709: Overnight Excursion/Trip – Exhibit 709.1

- Special Olympics Winter Games in Dubuque, Iowa – January 14-16, 2019

800: Board Communications/Calendar/Committees/Advisories

801: Board Communications

- IASB Day on the Hill – Tues, Feb 5th – 9:00 AM to 4:30 PM @ Des Moines

802: Board Calendar

Date	Time	Event	Location
December 20	5:00 PM	Marion City Council	City Hall
Date	Time	Event	Location
January 3	5:30 PM	Marion City Council	City Hall
January 9	3:45 PM	Career & Technical Education Advisory (CTE)	LRC Boardroom
January 9	5:30 PM	Iowa BIG Advisory Board	BIG on Boyson
January 11	7:00 AM	Board Visit (<i>RSVPs Rcvd: Nelson and Weaver</i>)	Wilkins Elementary
January 14	5:00 PM 7:00 PM	Board Work Session Board Regular Meeting	LRC Boardroom
January 17	5:30 PM	Marion City Council	City Hall
January 23	11:30 AM	Board Visit (<i>RSVPs Rcvd: Nelson and Weaver</i>)	Success Center
January 24	7:30 AM	Finance/Audit Committee	LRC Room 203
January 28	5:00 PM 7:00 PM	Board Work Session Board Regular Meeting	LRC Boardroom
January 31	11:30 AM	Marion State of the City Luncheon	Cedar Rapids Marriott

803: Committees/Advisories

Committees/Advisories	Board Representatives
Finance/Audit Committee	AbouAssaly, Lausen, and Nelson
Policy/Governance Committee	Isenberg, Wall, and Weaver
Career & Technical Education Advisory Committee (CTE)	Nelson
School Improvement Advisory Committee (SIAC)	AbouAssaly
Iowa BIG Advisory Board	Isenberg
Facilities Advisory Committee	Nelson and AbouAssaly

900: Adjournment

MOTION to adjourn the regular meeting at _____ PM.

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