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**School Board Minutes
January 10, 2022**

100: Call to Order and Determination of a Quorum

The Linn-Mar School Board meeting was called to order at 5:00 PM in the boardroom of the Learning Resource Center. Roll was taken to determine a quorum. Present: Morey, Nelson, Rolling, Walker, Wall, and Weaver. Absent: Buchholz. Administration present: Bisgard, Anderson, Christian, Wear, and Read. Administration absent: Breitfelder and Ramos.

200: Adoption of the Agenda *Motion 123-01-10*

MOTION by Nelson to adopt the agenda with the removal of item #704. Second by Rollinger. Voice vote, all ayes. Motion carried.

300: Public Hearing

A public hearing was held regarding the Excelsior parking lot project, stadium turf replacement project, and 2022-23 school year calendar. No comments were received.

400: Audience Communications

1. Aaron Grandon, LM Parent, Support of retaining facemasks
2. Barbara Johnson, LM Parent, Issues regarding afterschool clubs
3. Geralyn Jones, LM Parent, Board meeting start time, conflict of interest form, COVID tracking
4. Dana Tiegen, LM Parent, Board communication issues
5. Amy Hutcheson, LM Teacher, Mandated vaccinations, facemasks, COVID testing

500: Informational Reports, Discussions, and Presentations

501: College/Career Transition Counselor – Exhibit 501.1

Sheryl Bass, College/Career Transition Counselor, reported on her new position which is a partnership with Kirkwood Community College. Highlights shared included information on the history of the collaboration, student data on postsecondary intention versus enrollment trends, FASFA trends, postsecondary readiness, and early results.

502: Iowa School Performance Profile – Exhibit 502.1

Associate Superintendent Nathan Wear shared an update on the Iowa School Performance Profile that included 2021 scores and ratings versus 2019 scores and ratings.

503: Policy Committee – Exhibit 703.1

Board members Nelson, Morey, and Wall reported on the December 15th and January 3rd Policy Committee meetings. The full 800 series was reviewed along with several policy updates recommended by the Iowa Association of School Boards. The committee also reviewed several mandated policies regarding employee COVID vaccinations/testing that were pulled from the board agenda due to the pending decision by the Supreme Court.

504: Equity Committee

Board Members Wall and Nelson reported that during the December 20th Equity Committee the results of the student survey were reviewed as well as the structure and purpose of the committee.

505: Marion City Council

Board Members Nelson and Weaver reported there were no items discussed related to the district during the December 21st and January 6th meetings.

506: Superintendent's Update

Superintendent Bisgard clarified the process of determining weather days and shared COVID-related updates regarding CDC quarantine changes, staffing issues/vaccinations, and transition to optional face mask usage.

600: Unfinished Business

601: Approval of Plans and Specifications – Exhibits 601.1-2 **Motion 124-01-10**

MOTION by Wall to approve the plans and specifications for the Excelsior parking lot project and the stadium turf replacement project as presented. Second by Nelson. Voice vote, all ayes. Motion carried.

602: Approval of 2022-23 School Year Calendar – Exhibit 602.1 **Motion 125-01-10**

MOTION by Wall to approve the 2022-23 school year calendar as presented. Second by Walker. Bisgard highlighted the start/end dates and Wear shared information on the committee's process and that for future calendars two-hour late starts and/or early releases may be considered to allow for more prep time for teachers. Voice vote, all ayes. Motion carried.

603: Approval of Completion of Projects and Final Payments – Exhibits 603.1-7 **Motion 126-01-10**

MOTION by Wall to approve the acceptance of project completion and final payment for the following construction projects that were a result of damages from the 2020 derecho. Second by Nelson. Voice vote, all ayes. Motion carried.

1. Boulder Peak – Black Hawk Roof Co., Inc. - \$46,469.95
2. Hazel Point – Black Hawk Roof Co., Inc. - \$25,772.55
3. Indian Creek – Dryspace, Inc. - \$12,630.45
4. Wilkins – Dryspace, Inc. - \$13,155.30
5. Oak Ridge – Dryspace, Inc. - \$13,881.20
6. LM High School – Dryspace, Inc. - \$2,692.75
7. Aquatic Center – Dryspace, Inc. - \$21,836.35

604: Continued Discussion Regarding Facility Planning and 10-Year Capital Improvement Plan

Superintendent Bisgard and JT Anderson, Chief Financial Officer, facilitated a continued discussion on the recommendations from the Facilities Advisory Committee and the 10-Year Capital Improvement Plan. The recommendation is to move forward with the master plan previously presented by the Facilities Advisory Committee. The board's next steps are to decide the priority and timeline of projects over the next 10 years to allow for budgeting and communication. Anderson clarified that the district is dedicated to financially covering the projects with currently held SAVE monies as much as possible.

605: Review & Approval of the Board Operations Manual – Exhibit 605.1 **Motion 127-01-10**

Board President Morey facilitated a continued review and approval of the 2021-22 Board Operations Manual. **MOTION** by Nelson to approve the Board Operations Manual as presented. Second by Weaver. Voice vote, all ayes. Motion carried.

700: New Business

701: Approval of At-Risk/Dropout Prevention Modified Supplemental Application **Motion 128-01-10**

MOTION by Wall to approve the 2022-23 At-Risk/Dropout Prevention Modified Supplemental Application in the amount of \$1,369,390.00; and for this amount to be submitted to the School Budget Review Committee for consideration of increased spending authority. Second by Nelson. Voice vote, all ayes. Motion carried.

702: Fundraiser Request – Exhibit 702.1 **Motion 129-01-10**

MOTION by Wall to approve the Artsonia fundraiser request from Bowman Woods Elementary. Second by Weaver. Voice vote, all ayes. Motion carried.

703: Policy Recommendations – Exhibit 703.1 **Motion 130-01-10**

MOTION by Wall to approve the first reading of the policy recommendations as presented. Second by Nelson. Walker highlighted a typo on page 51 for correction. Voice vote, all ayes. Motion carried.

- 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

~~704: First Reading of Employee COVID Vaccination/Testing Policies — Exhibit 704.1~~

This item was removed from the agenda.

705: Open Enrollment Requests **Motion 131-01-10**

MOTION by Weaver to approve the open enrollment requests as presented. Second by Wall. Voice vote, all ayes. Motion carried.

Approved IN

Name	Grade	Resident District	Reason
Aswegan, Logan	10 th	Marion Independent	Good cause
Knockel, Amanda	10 th	Marion Independent	Good cause
Pope, Jemma	2 nd	Cedar Rapids CSD	Good cause
Pope, Kameron	7 th	Cedar Rapids CSD	Good cause
Pope, Laila	9 th	Cedar Rapids CSD	Good cause
Warren, Lillianna	9 th	Marion Independent	Good cause

Approved OUT

Name	Grade	Requested District	Reason
N.G.	9 th	Alburnett CSD	Good cause

800: Consent Agenda Motion 132-01-10

MOTION by Walker to approve the consent agenda as presented. Second by Nelson. Voice vote, all ayes. Motion carried.

801: Personnel

Certified Staff: Assignment/Reassignment/Transfer

Name	Assignment	Dept Action	Salary Placement
Langhurst, Aubree	District: Substitute Educator	1/3/22	BA, Step 1
Meinecke, Victoria Hope	BW/NE: Student Support Services Teacher	1/10/22	BA, Step 1
Newbauer, Kayla	LG: Student Support Services Teacher	1/3/22	BA, Step 1
Ongie, Nicole	EH: Student Support Services Teacher	1/3/22	BA, Step 1
Rickels, Jennie	OR: From Science Teacher to Innovation Coach	1/3/22	Same
Sylvester, Eric	HS: Social Studies Teacher	8/10/22	MA, Step 10

Certified Staff: Resignation

Name	Assignment	Dept Action	Reason
Melchert, Mary	HS: Student Support Services Teacher	5/29/22	Retirement

Classified Staff: Assignment/Reassignment/Transfer

Name	Assignment	Dept Action	Salary Placement
Anderson, Holly	HS: Student Support Associate	12/20/21	LMSEAA II, Step 1
Arnold, Doug	TR: From Substitute to Bus Driver	12/27/21	Step 1
Balster, Janet	From EX Student Support Associate to WE Health Assistant	1/3/22	Same
Brunsmann, Jennifer	IC: Student Support Associate (Part-Time)	12/15/21	LMSEAA II, Step 1
Budde, Amanda	From EX to NE Student Support Associate	1/3/22	Same
Chapman, Michael	EX: Student Support Associate	1/3/22	LMSEAA II, Step 1
Hunt, Christina	EH: From Student Support Associate to Early Childhood Paraprofessional	1/3/22	LMSEAA V, Step 1
Husman, Karla	HS: Student Support Associate	1/3/22	LMSEAA II, Step 1
Kimm, Lisa	O&M: From HP to BP Custodian	12/1/21	Same
Marotz, Zachary	NS: From HS General Help to Lead Cook	1/3/22	SEIU A +.25, Step 1
McCloe, Cari	NS: HS General Help from 5 to 6 hours/day	1/3/22	Same

Name	Assignment	Dept Action	Salary Placement
Meyer, Suyapa	LG: Student Support Associate (Part-Time)	1/3/22	LMSEAA II, Step 1
Nanke, Jennifer	From BW Student Support Associate to BP Media Asst	1/17/22	LMSEAA I, Step 10
Niemeier, Destinee	Success Center: Student Support Associate	1/4/22	LMSEAA II, Step 1
Pfeiffer, Madison	IC: Student Support Associate	1/11/22	LMSEAA II, Step 1
Reeves, Allison	From WF to EX Student Support Associate	12/13/21	Same
Scherbaum, Mark	EX: From Custodian to Lead Custodian	1/3/22	SEIU C +.75, Step 5
Sobolik, Dan	O&M: District Sub Custodian	1/5/22	SEIU C, Step 1
Vilardo, Christine	From IC to BP Student Support Associate	1/3/22	Same
Weber, Lilly	AC: Academic Aquatic Instructor	1/10/22	\$15.00/hour

Classified Staff: Resignation

Name	Assignment	Dept Action	Reason
Happel, JoEllen	NS: HS General Help	12/22/21	Personal
Kepford, Marta	NS: HS General Help	12/14/21	Personal
King, Jodie	BW: Student Support Associate	1/7/22	Personal
Lucas, Roy	TR: Bus Driver	12/3/21	Relocation
Ohloff, Seth	HS: Student Supervisor	1/7/22	Other Employment
Shepley, Stacy	NS: BW General Help/Cashier	12/22/22	Relocation

Extra/Co-Curricular Staff: Resignation

Name	Assignment	Dept Action	Reason
Sanborn, Symon	OR: Head Girls Tennis Coach	12/9/21	Personal
Sevening, Christy	HS: Assistant Volleyball Coach	1/3/22	Personal

802: Approval of December 13th Minutes – Exhibit 802.1

803: Approval of January 4th Minutes – Exhibit 803.1

804: Approval of Bills – Exhibit 804.1

805: Approval of Contracts – Exhibits 805.1-6

1. Photography services agreement with Halverson Photography
2. Purchase agreement with Marzano Resources for Excelsior and Wilkins
3. Independent contractor agreement with Ability Physical Therapy for work with athletics
4. Independent contractor agreement with Tyler Hendrickson for work with LM Orchestra
5. Independent contractor agreement with Johannes Wallmann for work with Jazz band
6. Commercial licensing agreement with OhioPyle Prints, Inc.
7. Interagency agreements for Special Education services with Clayton Ridge CSD (1), Dubuque Community Schools (1), and Lisbon CSD (1). *For student confidentiality, exhibits not provided.*

806: Informational Financial Reports – Exhibits 806.1-2

1. School Finance and Cash Balance Reports as of December 31, 2020
2. School Finance and Cash Balance Reports as of December 31, 2021

900: Board Communications, Calendar, and Committees

901: Board Communications

Morey shared information on the superintendent's goal review meeting on January 24th and congratulated all the show choirs for their first place wins in the season's kickoff competition. Congratulations were also shared with 10th Street Edition for being named Grand Champions.

902: Board Calendar

Date	Time	Event	Location
Jan 20	7:30 AM	Finance/Audit Committee	LRC Conference Room 203
Jan 20	10:00 AM	Second Quarter Compass Celebration	LRC Gym
Jan 20	5:30 PM	Marion City Council (Wall)	City Hall/Virtual
Jan 24	5:00 PM	Board Regular Meeting & Closed Session	LRC Boardroom/YouTube
Jan 27	11:30 AM	Board Visit	Wilkins Elementary
Date	Time	Event	Location
Feb 1	9 AM to 4 PM	IASB Day on the Hill	Des Moines
Feb 2	4:15 PM	Career & Technical Education Advisory (CTE)	LRC Room 304/305
Feb 3	5:30 PM	Marion City Council (Wall)	City Hall/Virtual
Feb 7	5:00 PM	Board Meeting	LRC Boardroom/YouTube
Feb 15	11:30 AM	Board Visit	Echo Hill Elementary
Feb 17	5:30 PM	Marion City Council (Rollinger)	City Hall/Virtual
Feb 21	5:00 PM	Board Meeting	LRC Boardroom/YouTube

903: 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

1000: Adjournment Motion 133-01-10

MOTION by Nelson to adjourn the meeting at 8:39 PM. Second by Wall. Due to the lateness of the hour the work session was cancelled. Voice vote, all ayes. Motion carried.

Brittania Morey, Board President

JT Anderson, Board Secretary/Treasurer