

School Board Work Session Minutes – July 9, 2018

100: Call to Order and Determination of a Quorum

The Linn-Mar Community School District Board of Education work session was called to order at 5:00 PM in the boardroom of the Learning Resource Center. Roll was taken to determine a quorum. Present: Isenberg, Nelson, Wall, and Weaver. Absent: AbouAssaly, Anderson, and Lausen.

200: Adoption of the Agenda – Motion 001-07-09

Motion by Weaver to adopt the agenda as presented, second by Wall. Voice vote, all ayes. Motion carried.

300: Work Session

301: Motion to Move into Closed Session – Motion 002-07-09

Motion by Wall to move into closed session at 5:02 PM, to evaluate the professional competency of an individual whose appointment, hiring, performance, or discharge is being considered to prevent needless and irreparable injury to that individual's reputation, per Iowa Code Section 21.5(1)(i), second by Weaver. Roll call vote, all ayes. Motion carried.

302: Motion to Return to Open Session – Motion 003-07-09

Motion by Wall to return to open session at 6:07 PM, second by Isenberg. Roll call vote, all ayes. Motion carried.

303: Update on Bond Campaign – Exhibit 303.1

Superintendent Bisgard shared updates on the bond campaign including changes in legislation relating to absentee ballots and satellite voting. The board discussed ideas on how to increase voter turnout and satellite voting options. Communications/Media Coordinator Matthew May shared information on the communication plan pertaining to the bond campaign that will include poster boards, handouts, bond presentations around the district and community, web page information, informational videos, and community mailings. The board shared ideas on specifics they would like included in the communication campaign.

400: Adjournment – Motion 004-07-09

Motion by Isenberg to adjourn the work session at 6:47 PM, second by Wall. Voice vote, all ayes. Motion carried.

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 to determine a quorum. Present: Nelson, Wall, Weaver, and Isenberg. Absent: Lausen, AbouAssaly, and Anderson.

200: Adoption of the Agenda – Motion 005-07-09

Motion by Wall to adopt the agenda as presented, second by Isenberg. Voice vote, all ayes. Motion carried.

300: Audience Communications

400: Informational Reports:

401: Iowa BIG Advisory Board

Isenberg and Bisgard shared highlights from the June 13th Iowa BIG Advisory board meeting. Iowa BIG on Boyson will serve 57 Linn-Mar students this year and offer an AM and PM session. The duties for Iowa BIG Executive Director for Cedar Rapids Community School District Trace Pickering have been adjusted so he will be able to focus full-time on the Iowa BIG program and visioning for the future.

402: Marion City Council:

Nelson reported there were no items that pertained to the district during the July 5th Marion City Council meeting. The board discussed the possibility of discontinuing their in-person attendance at the Marion City Council meetings and agreed further discussion was needed.

403: Superintendent's Update:

Superintendent Bisgard welcomed Associate Superintendent Nathan Wear, Associate Director of Student Services Megan Burke-Brunschien, and Director of Elementary Teaching & Learning Karla Ries to the district. Bisgard also congratulated the Linn-Mar softball team on their recent win.

500: Unfinished Business

600: New Business

601: Appointment of Board Secretary – Motion 006-07-09

Motion by Weaver to approve JT Anderson as Board Secretary until the annual meeting in September due to the resignation of Angie Morrison, Business Manager/Board Secretary, second by Wall. Voice vote, all ayes. Motion carried. *Nelson administered the oath of office.*

602: Staff Handbook – Exhibits 602.1-5 – Motion 007-07-09

Motion by Wall to approve the 2018-19 staff handbook and addendums as presented, second by Weaver. Chief Human Resources Officer Karla Christian shared information on the creation of the staff handbook and addendums for each group. Voice vote, all ayes. Motion carried.

603: Harassment Brochures – Exhibits 603.1-2 – Motion 008-07-09

Motion by Isenberg to approve the 2018-19 harassment brochures as presented, second by Wall. Voice vote, all ayes. Motion carried.

604: Legislative Priorities – Exhibit 604.1 – Motion 009-07-09

The board discussed their legislative priorities for 2018-19 and agreed upon the following:

1. IASB Resolution # 8 – Special Education-State
2. IASB Resolution #20 – Supplemental State Aid
3. IASB Resolution #26 – Unfunded Mandates
4. IASB Resolution #27 – Secure an Advanced Vision for Education (SAVE)
5. IASB Resolution #28 – Bond Issues

Motion by Wall to approve the legislative priorities for 2018-19 as previously discussed and agreed upon, second by Weaver. Voice vote, all ayes. Motion carried.

605: Open Enrollment Requests – Motion 010-07-09

Motion by Wall to approve the open enrollment requests as presented, second by Weaver. Superintendent Bisgard shared, that at this time, OE requests received for grades 1-12 will be denied due to them being submitted after the March 1st deadline as well as classroom space issues. The deadline for OE requests for kindergarten is September 1st, so they will still be considered. Voice vote, all ayes. Motion carried.

Approved In

Name	Grade	Resident District	Reason
Gatto, Jacob	K	Anamosa	On time
Herman, Stori	K	Benton Community	On time

Approved Out

Name	Grade	Requested District	Reason
Louison, Caitlyn	8 th	Marion Independent	Good cause
Thompson, Patricia	8 th	CAM	Good cause

Denied In

Name	Grade	Resident District	Reason
Cook, Cade	10 th	Alburnett	Late, Lack of space

Denied Out

Name	Grade	Requested District	Reason
Victor, Jacinta	12 th	Alburnett	Late, No good cause
Victor, Tabuley	11 th	Alburnett	Late, No good cause

700: Consent Agenda

701: Personnel

Certified Staff: Assignment/Reassignment/Transfer

Name	Assignment	Dept Action	Salary Placement
Booth, Nicholas	From Four Oaks ATLAS Teacher to WE Student Services Teacher	8/17/18	Same
Carson, Kelsey	WF: Student Support Services Teacher	8/15/18	BA Step 1
Dusil, Katie	WF: Student Support Services Teacher	8/15/18	MA +45 Step 12
Dykes, Samantha	NE: 3 rd Gr Teacher	8/15/18	MA Step 9
Frosch, Billy	HS: PLTW Teacher	8/15/18	MA Step 1
Jaeger, Jacqueline	BW: Kindergarten Teacher	8/15/18	MA Step 5

Name	Assignment	Dept Action	Salary Placement
Melchert, Mary	HS: Student Support Services Teacher	8/15/18	MA +45 Step 28
Mixdorf, Kimberly	OR: Student Support Services Teacher	8/15/18	MA Step 10
Neff, Alexander	HS: Math Teacher	8/15/18	MA Step 17
Orr, Angela	BW: Student Support Services Teacher	8/15/18	MA +15 Step 14
Owen, Nancy	Four Oaks: ATLAS Teacher	8/15/18	BA Step 1
Roos, Tanner	LG: Physical Education Teacher	8/15/18	MA +45 Step 15
Russell, Rachel	Four Oaks: ATLAS Teacher	8/15/18	BA Step 3
Shumaker, Rachel	IC: Kindergarten Teacher	8/15/18	MA Step 7
Turner, Kallie	WE: Kindergarten Teacher	8/15/18	BA Step 3
Wear, Nathan	LRC: Associate Superintendent	7/1/18	\$140,000/year

Certified Staff: Resignation

Name	Assignment	Dept Action	Reason
McBride, Sara	BW: Student Support Services Teacher	6/21/18	Personal
McCarthy, Kimberly	NE: 3 rd Grade Teacher	6/14/18	Retirement
Mead, Jaime	EX: TAG Teacher	6/19/18	Personal

Classified Staff: Assignment/Reassignment/Transfer

Name	Assignment	Dept Action	Salary Placement
Ackerman, Jamie	OR: Student Support Associate	8/17/18	LMSEAA II, Step 8
Baxa, Holly	LG: Student Support Associate	8/17/18	LMSEAA II, Step 10
Blakely, Dierra	OR: Student Support Associate	8/17/18	LMSEAA II, Step 10
Coats, Alexandra	TR: Seasonal Help	6/25/18	\$10.00/hour
Dalecky, Taylor	NE: Student Support Associate	8/17/18	LMSEAA II, Step 6
Dingbaum, Carla	NS: OR General Help from 7.75 to 4.5 hrs/day	8/23/18	PTNS, Step 6
Downing, Lanny	Four Oaks: ATLAS Associate	8/17/18	LMSEAA II, Step 10
Gassman, Kimberly	WE: Student Support Associate	8/17/18	LMSEAA II, Step 8
Harre, Julie	NE: Student Support Associate	8/17/18	LMSEAA II, Step 6
Higgins, Tammy	From Four Oaks ATLAS Associate to WE Student Support Associate	8/17/18	Same
Hoepfner, Carly	EX: Student Support Associate	8/17/18	LMSEAA II, Step 6
Howk-Erwin, Kayla	EH: From .5 to 1.0 Student Support Associate	8/17/18	Same
Jochimsen, Melanie	From NE Student Support Associate to Four Oaks ATLAS Associate	8/17/18	Same
Johnson, Christin	From WF to EX Student Support Associate	8/17/18	Same
Kane, Colleen	LG: School Counselor Secretary	8/8/18	LMSEAA IV, Step 14
Kolodick, Katalin	NE: From 1.0 to .5 Student Support Associate	8/17/18	Same
Lammers, Sheena	HS: Student Support Associate	8/17/18	LMSEAA II, Step 10
Lyons, Britni	Student Services: Student Support Associate	8/17/18	LMSEAA II, Step 10
McClure, Sandy	NS: BW General Help from 3.25 to 6.75 hrs/day	8/23/18	Same
Miller, Sara	NE: Student Support Associate	8/17/18	LMSEAA II, Step 6
Murphy, Jenna	OR: Student Support Associate	8/17/18	LMSEAA II, Step 7
O'Neill Geater, Jaye	From .5 EH Student Support Associate to WF Health Assistant	8/17/18	Same
Sanchez Portillo, Igor	AC: Aquatic Instructor	6/11/18	\$11.00/hour
Schultz, Kathleen	OR: Student Support Associate	8/17/18	LMSEAA II, Step 6
Tague, Jessica	LG: Student Support Associate	8/17/18	LMSEAA II, Step 6
Tran, Elena	From OR ASSIST Associate to WF Student Support Associate	8/17/18	Same
Ward, Parker	TR: Seasonal Help	6/11/18	\$10.00/hour
Wetrich, Thomas	TR: Seasonal Help	6/11/18	\$10.00/hour
Wiley, Misty	WE: Student Support Associate	8/17/18	LMSEAA II, Step 10
Williams, Mara	TR: Seasonal Help	6/18/18	\$10.00/hour
Wilkerson, Diana	Success Center: Student Support Associate	8/17/18	LMSEAA II, Step 10

Classified Staff: Resignation

Name	Assignment	Dept Action	Reason
Etter, Oakley	Four Oaks: ATLAS Associate	6/26/18	Other employment
Groth, Richard	TR: Bus Driver	6/12/18	Personal
McCombs, Travis	O&M: Electrician	6/19/18	Other employment

Extra-Curricular: Assignment/Reassignment/Transfer

Name	Assignment	Dept Action	Salary Placement
Cory, Nickolas	OR: From Assistant to Head 8 th Gr Boys Basketball Coach	8/17/18	\$3,213
McDermott, Charlotte	HS: Head 9 th Gr Volleyball Coach	8/6/18	\$4,285
Pierson, Travis	EX: Head 8 th Gr Football Coach	8/13/18	\$3,213
Woerner, Kathryn	HS: Assistant Varsity Girls Swim Coach	8/1/18	\$3,213

Extra-Curricular: Resignation

Name	Assignment	Dept Action	Reason
Forst, Jill	EX: Assistant 8 th Gr Volleyball Coach	6/11/18	Personal
Harksen, Erich	EX: Assistant 8 th Gr Football Coach	6/11/18	Personal
Hewitt, Mitchell	HS: Assistant 9 th Gr Football Coach	6/21/18	Personal
Meeks, Austin	EX: Assistant 8 th Gr Girls Basketball Coach	6/11/18	Personal
Moore, Jamie	HS: Assistant Varsity Girls Soccer Coach	6/12/18	Personal

702: Approval of June 11th Minutes – Exhibit 702.1

703: Approval of Bills – Exhibits 703.1-2

704: Approval of Contracts – Exhibits 704.1-7

1. Agreement with the City of Marion for school resource officer program
2. Amendment to services agreement with Mercy Family Counseling
3. Agreement with City of Cedar Rapids for adult guard program
4. Agreement with Iowa Department of Education for the Specially Designed Instruction Usability Site Project (SDI)
5. Agreement with Ronald Roybal for LEAP training
6. Agreement with ServiceMaster for cleaning services at the high school sports complex
7. Agreement with Wahlert Catholic High School to use the Aquatic Center for the 2018 Mississippi Valley Conference women's swimming/diving championships
8. Interagency agreements for special education with Cedar Rapids CSD (1). *For student confidentiality, exhibits not provided.*

705: Fundraiser Requests – Exhibits 705.1-2 (*Submitted past deadline due to newly-hired coaches*)

1. Girls' Diving Clothing Sales
2. Girls' Diving Poster Ad Sales

706: Informational Reports – Exhibits 706.1-2

1. School finance and cash balance reports as of 5/31/17
2. School finance and cash balance reports as of 5/31/18

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: score tables, lockers, dorm-size refrigerator, serving tables, scoreboard, Mustang skid steer, and Kubota UTV.*

708: Approval of the Consent Agenda – Motion 011-07-09

Motion by Wall to approve the consent agenda as presented, second by Isenberg. Isenberg congratulated Kimberly McCarthy on her retirement. Voice vote, all ayes. Motion carried.

800: Board Communications/Calendar/Committees/Advisories

801: Board Communications

Board members extended a welcome to Superintendent Bisgard and requested a list of 2018-19 board meeting/event dates.

802: Board Calendar

Date	Time	Event	Location
July 10	2:00 PM	Facilities Advisory Committee	LRC Room 5
July 19	5:30 PM	Marion City Council	City Hall
Date	Time	Event	Location
August 2	5:30 PM	Marion City Council	City Hall
August 9	7:30 AM	Finance/Audit Committee	LRC Room 203
August 13	5:00 PM	Board Work Session	LRC Boardroom
	7:00 PM	Board Regular Meeting	
August 16	5:30 PM	Marion City Council	City Hall
August 17	7:30 AM	Staff Welcome Back	HS Auditorium
August 20	3:30-5:00 PM	Superintendent/Associate Superintendent Reception	LRC Room 5
August 27	5:00 PM	Board Work Session	LRC Boardroom
	7:00 PM	Board Regular Meeting	

803: Committees/Advisories

Committees/Advisories	Board/Administrative Participants
Finance/Audit Committee	Bisgard, J. Anderson, AbouAssaly, Lausen, Wall
Policy/Governance Committee	Bisgard, J. Anderson, B. Anderson, Isenberg, Weaver
Career & Technical Education Advisory Committee	Wear, Wall
School Improvement Advisory Committee	Wear, AbouAssaly
Community Collaboration Advisory Committee	Bisgard, Nelson
Iowa BIG Advisory Board	Bisgard, Isenberg
Facilities Advisory Committee	Bisgard, Nelson, AbouAssaly

900: Adjournment – Motion 012-07-09

Motion by Wall to adjourn the regular meeting at 7:33 PM, second by Weaver. Voice vote, all ayes. Motion carried.

Sondra Nelson, Board President

JT Anderson, Board Secretary