

**School Board Work Session Minutes  
August 13, 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. Board members present: AbouAssaly, Anderson, Isenberg, Lausen, Nelson, Wall, and Weaver. Administration present: Bisgard, Wear, Breitfelder, Ramos, and Anderson.

**200: Adoption of the Agenda – Motion 013-08-13**

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

**300: Work Session**

**301: Booster Club – Exhibit 301.1**

Pete King, Linn-Mar Booster Club President, updated the board on the Booster Club's financial status for 2017-18 and the club's budget for 2018-19.

**302: Safety & Security Proposal**

Leisa Breitfelder, Executive Director of Student Services, presented information on the process the Safety & Security Advisory Committee went through to compile information to make an educated decision on improvements to complete within the district and to inform future board policy and/or procedures. The board discussed several aspects of additional mental health support versus an additional school resource officer.

**303: Summer Construction – Exhibit 303.1**

JT Anderson, Chief Financial/Operating Officer, shared an update on the summer construction projects including, but not limited to, restroom remodels at Bowman Woods, Indian Creek, and Wilkins; new flooring at Excelsior; lower level fire suppression installation at LRC; and the installation of speed bumps near the Aquatic Center.

**400: Adjournment – Motion 014-08-13**

Motion by Wall to adjourn the work session at 6:40 PM, second by Lausen. Voice vote, all ayes. Motion carried.

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Sondra Nelson, Board President

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JT Anderson, Board Secretary

**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. Board members present: Anderson, Isenberg, Lausen, Nelson, Wall, Weaver, and AbouAssaly. Administration present: Bisgard, Wear, Breifelder, Ramos, and Anderson.

**200: Adoption of the Agenda – Motion 015-08-13**

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

**300: Audience Communications**

**400: Informational Reports:**

**401: Facilities Advisory Committee – July 10<sup>th</sup> and 31<sup>st</sup>**

Superintendent Bisgard shared information on the promotional items that have taken place regarding the September 11<sup>th</sup> bond vote, including but not limited to, social media videos and announcements, signage, mailers, staff presentations, press releases, etc.

**402: Marion City Council – July 19<sup>th</sup> and August 2<sup>nd</sup>**

No report shared.

**403: Finance/Audit Committee – August 9<sup>th</sup>**

Chief Financial/Operating Officer JT Anderson shared that the school finance and cash balance reports are included in the board exhibit packet. FY2018 books will remain open until August 31<sup>st</sup>. Final audit procedures will be completed in October.

**404: Cabinet Updates – Exhibit 404.1**

This report was formerly known as the Board Book. New format that includes summaries from the administrative cabinet on items of interest from their departments and the district. Superintendent Bisgard congratulated the Oak Ridge Lego League for their recent award and Karla Terry, Community Relations Coordinator, for hosting another successful visit from the governor.

**500: Unfinished Business**

**600: New Business**

**601: Open Enrollment Requests – Motion 016-08-13**

Motion by AbouAssaly to approve the open enrollment requests as presented, second by Lausen. Voice vote, all ayes. Motion carried.

***Approved In***

Name	Grade	Resident District	Reason
Lensch, Peyton	K	Springville CSD	On time
Thompson, Shelbie	K	Cedar Rapids CSD	On time

### **Approved Out**

<b>Name</b>	<b>Grade</b>	<b>Requested District</b>	<b>Reason</b>
Robinson, Samantha	6	Marion Independent	Good cause
Schultz, Laci	9	Marion Independent	Good cause
Sharp, Amber	8	CAM Community Schools	Good cause
Wilson, Caspian	10	CAM Community Schools	Good cause

### **Denied In**

<b>Name</b>	<b>Grade</b>	<b>Resident District</b>	<b>Reason</b>
Elders, Kamiyah	6	Cedar Rapids CSD	Lack of space
Matous, Jalee	9	Cedar Rapids CSD	Lack of space
<b>Name</b>	<b>Grade</b>	<b>Resident District</b>	<b>Reason</b>
Paulpandian, Harini	2	Cedar Rapids CSD	Lack of space
Robertson, Brian	3	Cedar Rapids CSD	Lack of space

### **Denied Out**

<b>Name</b>	<b>Grade</b>	<b>Requested District</b>	<b>Reason</b>
Himes, Mackenzie	8	Cedar Rapids CSD	Late, no good cause
Urban, Jacquelyn	10	Clayton Ridge CSD	Late, no good cause

## **700: Consent Agenda**

### **701: Personnel**

#### ***Certified Staff: Assignment/Reassignment/Transfer***

<b>Name</b>	<b>Assignment</b>	<b>Dept Action</b>	<b>Salary Placement</b>
Anderson, Sarah	HS: Vocal Music Teacher	8/15/18	MA, Step 10
Ophoff, Kimberly	From BW 1 <sup>st</sup> Gr to EH 3 <sup>rd</sup> Gr Teacher	8/17/18	Same
Travis, Marikaye	EX: TAG Teacher	8/15/18	MA+30, Step 20

#### ***Certified Staff: Resignation***

<b>Name</b>	<b>Assignment</b>	<b>Dept Action</b>	<b>Reason</b>
Hagy, Tyler	HS: Vocal Music Teacher	7/20/18	Other employment

#### ***Classified Staff: Assignment/Reassignment/Transfer***

<b>Name</b>	<b>Assignment</b>	<b>Dept Action</b>	<b>Salary Placement</b>
Avila, Michaela	EH: Student Support Associate	8/17/18	LMSEAA II, Step 6
Bethea, Avis	HS: Student Support Associate	8/29/18	LMESAA II, Step 10
Buckley, Kelly	WE: Paraprofessional	8/17/18	LMSEAA V, Step 10
Bunney, Rachael	EH: Student Support Associate	8/17/18	LMSEAA II, Step 6
Charles, Ashley	NS: HS General Help	8/17/18	Step 1
Cihla, Beatrice	NS: EX General Help	8/17/18	Step 1
Clinton, Vickie	NS: EX General Help from 3.5 to 4.25 hours/day	8/23/18	Same
Cooper, Richard	TR: Regular Sub Bus Driver	7/10/18	Step 1
Del Toro, Martha	LG: From .5 to 1.0 Student Support Associate	8/17/18	Same
DuBois, Jenny	WE: Student Support Associate	8/17/18	LMSEAA II, Step 8
Engle, Aaron	HS: Student Support Associate	8/17/18	LMSEAA II, Step 6
Ernster, Denise	NS: BW General Help	8/17/18	Step 1
Guyette, Madisyn	OR: Student Support Associate	8/17/18	LMSEAA II, Step 6
Hazewinkel, Randy	TR: From Bus Driver to Substitute Bus Driver	7/16/18	Same
Hiscock, Gina	NE: Student Support Associate	8/17/18	LMSEAA II, Step 6
Jeffrey, Wendy	BW: Part-time Student Support Associate	8/17/18	LMSEAA II, Step 6
Keller, Jaime	NS: OR General Help	8/17/18	Step 1
Kurth, Marianne	NE: Part-time Student Support Associate	8/17/18	LMSEAA II, Step 10
Lake, Greg	O&M: Certified Maintenance Electrician	8/2/18	SEIU F+2, Step 1
McDonald, Christa	LG: Student Support Associate	8/17/18	LMSEAA II, Step 9
O'Donnell, John	TR: Regular Sub Bus Driver	7/17/18	Step 1

Name	Assignment	Dept Action	Salary Placement
Petersen, Sheila	NS: EX General help	8/17/18	Step 1
Peterson, Dana	NS: HS General help	8/17/18	Step 1
Reece, Ashley	EH: Student Support Associate	8/17/18	LMSEAA II, Step 6
Sanders, Angela	EH: Student Support Associate	8/17/18	LMSEAA II, Step 8
Schaub, Emily	BW: Student Support Associate	8/17/18	LMSEAA II, Step 9
Scott, Deanna	OR: Copy Center Technician	7/27/18	\$14.50/hour
Sharp, Harlan	TR: Bus Rider	7/16/18	Step 1
Walters, Luke	HS: Student Support Associate	8/17/18	LMSEAA II, Step 7
Wheeler, Hannah	NE: Student Support Associate	8/17/18	LMSEAA II, Step 6

**Classified Staff: Resignation**

Name	Assignment	Dept Action	Reason
Alvey, Brandi	NE: Student Support Associate	8/8/18	Personal
Behrens, Trista	HS: Student Support Associate	8/6/18	Personal
Carney, Emily	EX: Student Support Associate	7/26/18	Personal
Cook, Keegan	O&M: Athletic Grounds/Facilities Coordinator	8/10/18	Other employment
Geelan, Susan	EX: Student Support Associate	8/1/18	Personal
Hucker, Gary	NE: Custodian	9/28/18	Retirement
Leonard, Kathy	TR Bus Rider/NS General Help	7/20/18	Retirement
Owen, Margaret	HS: Custodian	9/28/18	Retirement
Razo, Claudia	NS: EH General Help/Cashier	8/6/18	Personal
Rooney, Camryn	SC: Student Support Associate	7/20/18	Personal
Soenksen, Larry	TR: Bus Driver	7/16/18	Personal
Spangler, Deb	OR: Student Support Associate	8/1/18	Personal
Stevens, Mary	EH: Student Support Associate	7/26/18	Personal
Wing, Phillip	HS: Student Support Associate	7/16/18	Personal

**Extra-Curricular: Assignment/Reassignment/Transfer**

Name	Assignment	Dept Action	Salary Placement
Cory, Nic	OR: Assistant Boys Swim Coach	8/1/18	\$2,856
Cosgrove, David	HS: Assistant 9 <sup>th</sup> Gr Football Coach	8/6/18	\$3,213
Evans, Tristan	OR: Head Girls Swim Coach	8/1/18	\$3,213
Katz, Phil	EX: Assistant 8 <sup>th</sup> Gr Football Coach	8/17/18	\$2,856
McAndrew, Brian	EX: Assistant 8 <sup>th</sup> Gr Girls Basketball Coach	8/17/18	\$2,856
Suther, Mike	OR: Assistant Girls Tennis Coach	8/1/18	\$2,856
Suther, Mike	OR: Assistant 8 <sup>th</sup> Gr Boys Basketball Coach	8/1/18	\$2,856

**Extra-Curricular: Resignation**

Name	Assignment	Dept Action	Reason
Begley, John	HS: Head Varsity Softball Coach	7/13/18	Personal
Bettmann, Devin	HS: Head 9 <sup>th</sup> Gr Baseball Coach	7/23/18	Personal
Holub, Heath	EX: Head 7 <sup>th</sup> Gr Wrestling Coach	7/20/18	Personal
Lapel, Andrew	HS: Head 10 <sup>th</sup> Gr Baseball Coach	8/7/18	Personal
Northrup, Toby	EX: Assistant 7 <sup>th</sup> Gr Wrestling Coach	8/17/18	Personal

702: Approval of July 9<sup>th</sup> Minutes – Exhibit 702.1

703: Approval of Bills – Exhibits 703.1

704: Approval of Contracts – Exhibits 704.1-34

1. Change order #1 with Tricon Construction for the restroom remodel project
2. Agreement with Performance Therapies, PC
3. Independent contractor agreement with Lovar Davis Kidd
4. Independent contractor agreement with Vanessa Terrell

5. Independent contractor agreement with Kelvin Tran
6. Independent contractor agreement with Darron Carr
7. Independent contractor agreement with Kristin Daniel
8. Independent contractor agreement with Landin Davis Churchman
9. Independent contractor agreement with April James
10. Independent contractor agreement with Alexis Robson
11. Licensing agreement with Mark Denny, LM Lions 5<sup>th</sup> grade basketball team
12. Licensing agreement with Brett Thomas, LM Flight team
13. Licensing agreement with Jason Troy, LM Lions-Black 5<sup>th</sup> grade girls basketball team
14. Licensing agreement with Stacy Feldman, LM Energy 7<sup>th</sup> grade boys basketball team
15. Licensing agreement with Anita Moore, LM Lions 2023 team
16. Licensing agreement with Lanny Downing, LM Ballerz team
17. Licensing agreement with Derek Jensen, LM Swarm team
18. Licensing agreement with Derek Jensen, LM Rebels team
19. Licensing agreement with Adam Palmer, Lions 6<sup>th</sup> grade boys basketball team
20. Licensing agreement with Travis Senters, LM Red 4<sup>th</sup> grade girls team
21. Licensing agreement with Nicholas J. Bettis, LM Lions 5<sup>th</sup> grade team
22. Licensing agreement with Chad W. Noehren, LM Red 2023 team
23. Licensing agreement with Karen Daubs, LM Lions Black 3<sup>rd</sup> grade girls basketball team
24. Licensing agreement with Jack Shappee, LM Lions 2<sup>nd</sup> grade basketball team
25. Licensing agreement with Chris Madsen, LM Storm 3<sup>rd</sup> grade boys basketball team
26. Licensing agreement with Todd E. Miller, LM Red 3<sup>rd</sup> grade girls basketball team
27. Licensing agreement with Kory Borchers, Lions 5<sup>th</sup> grade girls basketball team
28. Licensing agreement with Kelly Sinnock, LM Lions 7<sup>th</sup> grade girls basketball team
29. Licensing agreement with JT Anderson, LM Crew 7<sup>th</sup> grade boys team
30. Licensing agreement with David & Katie Brown, LM Red girls 6<sup>th</sup> grade team
31. Licensing agreement with Brad Wegmann, LM Shooters team
32. Change Order #2 with Tricon Construction for the restroom remodel project
33. Licensing agreement with Benjamin Struik, Owner of Custom Yard Games
34. Independent contractor agreement with Sherry Stone
35. Interagency agreements for special education with Marion Independent (6). *For student confidentiality, exhibits not provided.*

705: Fieldtrip Requests – Exhibits 705.1-2

1. FFA National Convention in Indiana October 23-27, 2018
2. Varsity POMs to attend nationals in Orlando, Florida in February 2019

706: Disposition of Obsolete Equipment – Exhibit 706.1

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: Bluebird Passenger Buses (4), Ford Econoline E150 Passenger Vans (3), a toss back varsity 100 trainer, and a floor scrubber.*

707: Informational Reports – Exhibits 707.1-2

1. School Finance and Cash Balance Reports as of 6/30/17
2. School Finance and Cash Balance Reports as of 6/30/18

708: Approval of the Consent Agenda – **Motion 017-08-13**

Motion by Wall to approve the consent agenda as presented, second by Weaver. JT Anderson clarified the two change orders with Tricon regarding the restroom remodels in the three historic elementary buildings. Voice vote, all ayes. Motion carried.

## **800: Board Communications/Calendar/Committees/Advisories**

### **801: Board Communications**

Weaver shared some of the things he has been doing to help promote the September 11<sup>th</sup> bond vote. AbouAssaly shared his family is working with the Linn-Mar School Foundation to set up a scholarship in remembrance of his mother, Marie, who recently passed. Nelson coordinated board reps to be at upcoming events to promote the bond vote and shared that further consideration will be given to whether a board rep will attend the Marion City Council meetings.

### **802: Board Calendar**

<b>Date</b>	<b>Time</b>	<b>Event</b>	<b>Location</b>
August 14	2:00 PM	Facilities Advisory Committee	LRC Room 5
August 15	5:00 PM	Bond Informational Meeting/Open House	Indian Creek Elementary
August 16	5:30 PM	Marion City Council ( <i>Isenberg</i> )	City Hall
August 17	7:15 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 7:00 PM	Board Work Session ( <i>Board learning session w/Joe Crozier</i> ) Board Regular Meeting	LRC Boardroom
August 28	2:00 PM	Facilities Advisory Committee	LRC Room 5
August 28	6:30 PM	Bond Informational Meeting/Open House	Bowman Woods Elementary
<b>Date</b>	<b>Time</b>	<b>Event</b>	<b>Location</b>
September 4	2:00 PM	Facilities Advisory Committee	LRC Room 5
September 6	5:30 PM	Marion City Council	City Hall
September 10	5:00 PM	Board Regular Meeting ( <i>No work session</i> )	LRC Boardroom
September 20	7:30 AM	Finance/Audit Committee	LRC Room 203
September 20	5:30 PM	Marion City Council	City Hall
September 24	5:00 PM 7:00 PM	Board Work Session Board Annual Meeting	LRC Boardroom
September 26	11:30 AM	Policy/Governance Committee	Superintendent's Conf Rm
September 28	7:30 AM	Board Visit	Novak Elementary

### **803: Committees/Advisories**

<b>Committees/Advisories</b>	<b>Board/Administrative Participants</b>
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 018-08-13**

Motion by Lausen to adjourn the regular meeting at 7:45 PM, second by Anderson. Voice vote, all ayes. Motion carried.

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Sondra Nelson, Board President

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JT Anderson, Board Secretary