

**School Board Work Session Minutes
May 20, 2019**

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, Mehaffey, Nelson, Wall, and Weaver. Absent: AbouAssaly and Lausen. *AbouAssaly arrived at 5:15 PM.*

200: Adoption of the Agenda Motion 178-05-20

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

300: Work Session

301: Aquatic Center Update – Exhibit 301.1

Bobby Kelley, Manager of the Aquatic Center, reported the facility is used to support student curriculum during school hours including Aquatic Experiences/SwimAmerica lessons, Physical Education classes, Aqua Fit classes, and Adaptive PE classes. Programming offered outside school hours is self-funded and employs more than 70 people to teach and coach the programs. Kelley shared that the district's mission statement drives all aquatic programming.

302: Teacher Leadership Update – Exhibit 302.1

Erin Watts, Teacher Leadership Coordinator, shared there are currently 10,000 teachers throughout Iowa serving in Teacher Leadership roles, with Linn-Mar having 23 full-time coaches and 120+ stipend leaders. Several teacher leaders shared examples of their work from the 2018-19 school year and reported there have been 12,063 coaching interactions recorded this year, with 697 full coaching cycles completed. Next steps for the program include: co-hosting Camp Leadership in August, new model teacher competencies for 2019-20, continued trainings, and the transition of administration of the Teacher Leadership Program to the Teaching & Learning Department.

303: School Safety Plan – Exhibit 303.1

Executive Director of Student Services Leisa Breitfelder shared a summary of the nation's school safety incidents since 1970, with the highest number of incidents recorded in 2018. Statistics reflect that high schools are targeted most often, with shooters being students between the ages of 13-19. Breitfelder also shared data on depression and suicide collected from the *Iowa Youth Survey*. Information was also shared on the district's prevention strategies, including but not limited to PBIS, Olweus, ALICE trainings, threat assessment teams, and more.

400: Adjournment Motion 179-05-20

MOTION by AbouAssaly to adjourn the work session at 6:30 PM, second by Wall. Voice vote, all ayes. Motion carried.

Sondra Nelson, Board President

JT Anderson, Board Secretary/Treasurer

**School Board Regular Meeting Minutes
May 20, 2019**

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: AbouAssaly, Isenberg, Mehaffey, Nelson, Wall, and Weaver. Absent: Lausen.

200: Adoption of the Agenda *Motion 180-05-20*

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

300: Public Hearing

301: Specs for Street/Sewer Package – Refer to Exhibit 601.1

A public hearing will be held regarding the specifications for the street and sewer package associated with the 35th Avenue intermediate building project. No comments were received.

400: Audience Communications

Jim Green, Linn-Mar resident and former board member, shared information on the issues that could arise from the State's change in school board election dates.

500: Informational Reports

501: Marion City Council (May 9th)

Rezoning for single and multi-family housing was approved for the area north of 29th Avenue and either side of Winchester Drive and a zoning ordinance and resolution were approved for the land on 35th Avenue which is a site for one of the district's new 5th/6th grade intermediate buildings.

502: Finance/Audit Committee (May 16th)

The committee reviewed the April financial reports, bills, bid results for the Echo Hill Road intermediate building project, and proposed student fees for 2019-20.

503: Cabinet Update – Exhibit 503.1

Superintendent Bisgard shared information on the district newsletter that was mailed to residents and the end-of-year celebrations occurring around the district.

600: Unfinished Business

601: Specifications for Street/Sewer Package – Exhibit 601.1 ***Motion 181-05-20***

MOTION by AbouAssaly to approve the specifications for the street and sewer package associated with the 35th Avenue intermediate building project, second by Wall. Voice vote, all ayes. Motion carried.

602: Award Bid – Exhibit 602.1 **Motion 182-05-20**

MOTION by AbouAssaly to approve Knutson Construction as the lowest responsive bidder for the construction of the new intermediate building located on Echo Hill Road for a bid of \$28,159,000.00, second by Isenberg. Voice vote, all ayes. Motion carried.

603: Award Bid – Exhibit 603.1 **Motion 183-05-20**

MOTION by AbouAssaly to approve Larson Construction as the lowest responsive bidder for the construction of the new intermediate building located on 35th Avenue for a bid of \$28,449,000.00, second by Weaver. Voice vote, all ayes. Motion carried.

700: New Business

701: 2019-20 Student Fee Schedule – Exhibit 701.1 **Motion 184-05-20**

MOTION by Weaver to approve the 2019-20 student fee schedule as presented, second by AbouAssaly. Voice vote, all ayes. Motion carried.

702: Special Education Service Delivery Plan – Exhibit 702.1 **Motion 185-05-20**

MOTION by AbouAssaly to approve the Special Education service delivery plan as presented, second by Mehaffey. Voice vote, all ayes. Motion carried.

703: Concussion Return-To-Play Protocol Resolution – Exhibit 703.1 **Motion 186-05-20**

MOTION by AbouAssaly to approve the concussion return-to-play protocol resolution as presented, second by Weaver. Voice vote, all ayes. Motion carried.

704: LMSEAA FY20 Agreement **Motion 187-05-20**

MOTION by Weaver to approve the Linn-Mar Secretarial and Educational Assistant Association agreement for fiscal year 2020 at an increase of 2.5%, second by Mehaffey. Voice vote, all ayes. Motion carried.

705: Transportation FY20 Agreement **Motion 188-05-20**

MOTION by Wall to approve the Transportation Department agreement for bus drivers, helpers, and riders for fiscal year 2020 at an increase of 2.43%, second by Mehaffey. Voice vote, all ayes. Motion carried.

706: Administrators, Managers, and Exempt Staff FY20 Salaries **Motion 189-05-20**

MOTION by Weaver to approve the administrators, managers, and exempt staff salaries for fiscal year 2020 at an increase of 2.51%, second by Wall. Voice vote, all ayes. Motion carried.

707: Open Enrollment Requests **Motion 190-05-20**

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

Approved IN

| Name | Grade | Resident District | Reason |
|-------------------|-------|-------------------|---------|
| Hervey, Josephine | K | Cedar Rapids CSD | On time |

Approved OUT

| Name | Grade | Requested District | Reason |
|------------------|------------------|--------------------|------------|
| Bentley, Desiree | 10 th | Clayton Ridge | Good cause |
| Bentley, Tearra | 8 th | Clayton Ridge | Good cause |

800: Consent Agenda Motion 191-05-20

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

801: Personnel***Certified Staff: Assignment/Reassignment/Transfer***

| Name | Assignment | Dept Action | Salary Placement |
|-------------------|--|--------------------|-------------------------|
| Jarr, Rachel | NE: Student Support Services Teacher | 8/16/19 | BA, Step 9 |
| Kremer, Leah | WF: 2 nd Gr Teacher | 8/16/19 | BA, Step 1 |
| Noll, Hannah | OR: Student Support Services Teacher | 8/16/19 | BA, Step 3 |
| Parker, Abbie | HS: 9 th /10 th Gr Student Dean | 8/1/19 | \$70,000/year |
| Schrader, Amy | From HS to Success Center Student Support Services Teacher | 8/20/19 | Same |
| Steenblock, Maria | WF: 3 rd Gr Teacher | 8/16/19 | MA+45, Step 27 |
| Towns, Kathryn | District: ELL Teacher | 8/20/19 | BA+24, Step 15 |

Certified Staff: Resignation

| Name | Assignment | Dept Action | Reason |
|-------------|-------------------------|--------------------|------------------|
| Owen, Nancy | Four Oaks/ATLAS Teacher | 6/7/19 | Other Employment |

Classified Staff: Assignment/Reassignment/Transfer

| Name | Assignment | Dept Action | Salary Placement |
|------------------|--|--------------------|-------------------------|
| Brown, Jennifer | NS: HS General Help | 5/1/19 | Step 1 |
| Fabor, Jena | O&M: Secretary | 5/13/19 | LMSEAA IV, Step 10 |
| Grant, Anna-Lisa | WE: From Student Support Associate to Health Assistant | 8/20/19 | Same |
| Green, Tyler | O&M: Seasonal Help | 5/14/19 | \$9.50/hour |
| Hennings, Carson | O&M: Seasonal Help | 5/20/19 | \$9.50/hour |
| Krogh, Karen | OR: Health Assistant | 8/20/19 | LMSEAA II, Step 10 |
| Ortiz, Jonathan | EX: Custodian | 5/28/19 | SEIU C, Step 1 |

Classified Staff: Resignation

| Name | Assignment | Dept Action | Reason |
|--------------------|-------------------------------|--------------------|-------------------|
| Brown, Jennifer | NS: HS General Help | 5/15/19 | Personal |
| Ernie, Veronica | EH: Student Support Associate | 6/5/19 | Personal |
| Kruse, Kara | EH: Student Support Associate | 6/5/19 | Personal |
| Long, Brenda | HS: Custodial Supervisor | 6/28/19 | Retirement |
| Oberman, Katherine | EH: Student Support Associate | 6/5/19 | Personal |
| Reimer, Joann | WE: Health Assistant | 6/5/19 | Relocation |

Co/Extra-Curricular: Assignment/Reassignment/Transfer

| Name | Assignment | Dept Action | Salary Placement |
|-----------------|---|--------------------|-------------------------|
| Kester, Brad | HS: From Head 9 th Gr to Asst 10 th Gr Boys' Basketball Coach | 5/6/19 | \$3,213 |
| Schuring, Drake | HS: Head 9 th Gr Boys' Basketball Coach | 5/13/19 | \$4,285 |
| Tompkins, Chad | HS: From Head 10 th Gr Girls' to Boys' Basketball Coach | 5/7/19 | Same |

Co/Extra-Curricular: Resignation

| Name | Assignment | Dept Action | Reason |
|--------------|--|--------------------|------------------|
| Gass, Larry | HS: Assistant 10 th Gr Boys' Basketball Coach | 5/6/19 | Personal |
| Sunseri, Ken | OR: Head Boys'/Girls' Cross Country Coach | 5/6/19 | Other Employment |

802: Approval of May 6th Minutes – Exhibit 802.1

803: Approval of Bills – Exhibit 803.1

804: Approval of Contracts – Exhibits 804.1-9

1. Iowa BIG agreement with Cedar Rapids CSD, College CSD, and Alburnett CSD for 2019-20
2. Workplace Learning Connection agreement with Kirkwood Community College for 2019-20
3. SubCentral System (SEMS) agreement with Grant Wood Area Education Agency for 2019-20
4. Athletic trainer agreement with Rock Valley Physical Therapy
5. Strength and conditioning coordinator agreement with Performance Health & Fitness LLC
6. Student teaching memorandum of understanding with Luther College for 2019-20
7. Independent contractor agreement with Michele Safavi
8. Independent contractor agreement with Valerie Earnest
9. Advertising contract with Varsity Group
10. Interagency agreements for special education with Cedar rapids CSD (2) and Marion Independent (5). *For student confidentiality, exhibits not provided.*

805: Fundraisers – Exhibits 805.1-3

1. JV Poms to sell Hy-Vee coupon books to help with choreographer fees
2. JV Poms to host a carwash at Hy-Vee to help with choreographer fees/jazz costumes
3. JV Poms t-shirt sales to help with competition fees

806: 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: carpet extractors (3), floor scrubber (1), various mirrors.

807: Informational Reports – Exhibit 807.1-2

1. School finance and cash balance reports as of April 30, 2018
2. School finance and cash balance reports as of April 30, 2019

900: Board Communications/Calendar/Committees/Advisories

901: Board Communications & Calendar

| Date | Time | Event | Location |
|---------|--------------------|--|----------------------------------|
| May 21 | Noon | 100-Hr Volunteer Celebration | Hills Bank & Trust in Marion |
| May 22 | Noon | Policy Committee Meeting | Superintendent's Conference Room |
| May 22 | 4:00 PM | School Improvement Advisory Committee (SIAC) | LRC Boardroom |
| May 23 | 1:15 PM | Transportation Dept Retiree Celebration | O&M Building |
| May 23 | 3:00 PM | Oak Ridge Retiree Celebration | Oak Ridge Cafeteria |
| May 23 | 4:00 PM | Echo Hill Retiree Celebration | Echo Hill Media Center |
| May 23 | 4:00 PM | Compass End of Year Celebration | Thomas Park Community Room |
| May 23 | 5:30 PM | Marion City Council (<i>Wall</i>) | City Hall |
| May 26 | 1:00 PM | High School Graduation | US Cellular Center |
| May 28 | 3:15 PM | Wilkins Retiree Celebration | Wilkins Media Center |
| May 29 | 3:30 PM | Excelsior Retiree Celebration | Excelsior Media Center |
| May 29 | 5:30 PM | Iowa BIG Senior Celebration Night | Czech/Slovak Museum |
| May 30 | 1:00 PM | Success Center Graduation | Success Center |
| May 30 | 3:45 PM | Bowman Woods Retiree Celebration | Bowman Woods Media Center |
| Date | Time | Event | Location |
| June 5 | 5:00 PM | Iowa BIG Advisory Board | NewBo BIG Location |
| June 6 | 7:30 AM | Finance/Audit Committee | LRC Room 203 |
| June 6 | 5:30 PM | Marion City Council (<i>Isenberg</i>) | City Hall |
| June 10 | 1:00 PM | Board Special Session | LRC Boardroom |
| June 10 | 5:00 PM 7:00 PM | Board Work Session Board Regular Meeting | LRC Boardroom |
| June 11 | All Day | LIONS Open Golf Outing | Hunters Ridge Golf Course |

| | | | |
|-------------|--------------------|---|-----------------|
| June 20 | 5:30 PM | Marion City Council (<i>Nelson</i>) | City Hall |
| Date | Time | Event | Location |
| July 15 | 5:00 PM 7:00 PM | Board Work Session Board Regular Meeting | LRC Boardroom |
| July 18 | 5:30 PM | Marion City Council (<i>Mehaffey</i>) | City Hall |

902: 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 and Mehaffey |
| School Improvement Advisory Committee (SIAC) | AbouAssaly and Mehaffey |
| Iowa BIG Advisory Board | Isenberg |
| Linn County Conference Board | Lausen |
| Facilities Advisory Committee | Nelson and AbouAssaly |

1000: Adjournment *Motion 192-05-20*

MOTION by AbouAssaly to adjourn the regular meeting at 7:46 PM, second by Mehaffey. Voice vote, all ayes. Motion carried.

Sondra Nelson, Board President

JT Anderson, Board Secretary/Treasurer