

**School Board Work Session Minutes  
August 12, 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, Lausen, Mehaffey, Nelson, Wall, and Weaver. Absent: AbouAssaly.

**200: Adoption of the Agenda *Motion 13-08-12***

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

**300: Work Session**

**301: LM Foundation Update**

Shelley Woods, Executive Director of the Linn-Mar School Foundation, reported that the Foundation has been supporting district learning for the last 35 years. Woods shared the following 2018-19 highlights: Dine Out for Our Schools partnership with Marion Independent raised \$10,000 and the MANE Event raised \$54,000. The Foundation also provided \$191,000 for purchases and programs across the district and fulfilled 23 grant requests that totaled \$109,100. During the 2019-20 school year the Foundation will be finalizing a proposal for LM campus street signs and will be participating in the district's annual Giving Campaign along with the United Way. Woods also presented a check from the Foundation in support of the district's 1:1 initiative for \$100,000.

**302: Human Resources Update – Exhibit 302.1**

Karla Christian, Chief Officer Human Resources Officer, reported the district hired a total of 258 new employees during the 2018-19 school year (56 were teachers). For the 2019-20 school year the district welcomes 40 new teachers. Christian also reviewed the hiring process, substitute percentages, turnover rates, hiring challenges, changes to the Employee Handbook, and the 2019-20 staffing initiatives.

**303: Construction Update – Exhibit 303.1**

JT Anderson, Chief Financial/Operating Officer, shared an overview of the summer construction projects at Bowman Woods, Indian Creek, and Wilkins. Information was also shared on the security enhancements at Excelsior and Oak Ridge, the roof improvements at the high school, the new location for the Success Center, and updates on the construction of the intermediate buildings. Projects going forward will include phase three of the upgrades at Bowman Woods, Indian Creek, and Wilkins; security enhancements at Echo Hill, Linn Grove, Novak, and Westfield; and improvements to the Oak Ridge track. Anderson also shared information on the extension of SAVE dollars (Secure an Advanced Vision for Education) until 2050, and the requirement to have a new Revenue Purpose Statement (RPS) approved by public vote by January 1, 2031.

**304: Strategic Plan – Refer to Exhibit 602.1**

Superintendent Shannon Bisgard shared an overview of the proposed updates to the district's Strategic Plan that will focus on Student Success, Future Focused, and Destination Linn-Mar (Employee Experience).

**400: Adjournment *Motion 14-08-12***

**MOTION** by Wall to adjourn the work session at 6:33 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/Treasurer

School Board Regular Meeting Minutes  
August 12, 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: Isenberg, Lausen, Mehaffey, Nelson, Wall, and Weaver. Absent: AbouAssaly.

**200: Adoption of the Agenda *Motion 15-08-12***

**MOTION** by Weaver to adopt the agenda, as presented. Second by Lausen. Voice vote, all ayes. Motion carried.

**300: Audience Communications:** No audience communications received.

**400: Informational Reports**

**401: Marion City Council**

Weaver reported that the Marion City Council approved to receive and file the TAC report regarding additional signage, a speed transition area, and police enforcement at the intersection of Alburnett Road and Echo Hill Road.

**402: Cabinet Update** – Exhibit 402.1

Superintendent Bisgard shared highlights from the Cabinet Update including information on the summer reading program hosted for students who would benefit from the additional literacy help.

**500: Unfinished Business**

**501: Approval of Payment** – Exhibit 501.1 ***Motion 16-08-12***

**MOTION** by Lausen to approve the application and certification of payment to Boomerang Corporation for \$33,080.00, for the completion of the intermediate buildings' site grading package. Second by Weaver. Voice vote, all ayes. Motion carried.

**600: New Business**

**601: Approval of Employee Handbook** – Exhibit 601.1 ***Motion 17-08-12***

**MOTION** by Lausen to approve the updated Employee Handbook, as presented. Second by Isenberg. Christian shared there were only minor changes regarding names and dates to bring it up-to-date. Voice vote, all ayes. Motion carried.

**602: Approval of Strategic Plan** – Exhibit 602.1 ***Motion 18-08-12***

**MOTION** by Lausen to approve the updated Strategic Plan, as presented. Second by Weaver. Voice vote, all ayes. Motion carried.

**603: Open Enrollment Requests** ***Motion 19-08-12***

**MOTION** by Lausen to approve the open enrollment requests, as presented. Second by Isenberg. Voice vote, all ayes. Motion carried.

**Approved IN**

Name	Grade	Resident District	Reason
Flowers, Sy'Rai	5 <sup>th</sup>	Marion Independent	Good Cause
Kearny, Ky'Mari	1 <sup>st</sup>	Marion Independent	Good Cause
Orr, Jane	12 <sup>th</sup>	Marion Independent	Good Cause
Schroeder, Hadlee	K	Marion Independent	On Time
Winn, Austin	8 <sup>th</sup>	Cedar Rapids	Good Cause
Winn, Ava	6 <sup>th</sup>	Cedar Rapids	Good Cause
Winn, Addison	4 <sup>th</sup>	Cedar Rapids	Good Cause

**Denied IN**

Name	Grade	Resident District	Reason
Farmer, Ty'Rell	3 <sup>rd</sup>	Marion Independent	Lack of Space

**Approved OUT**

Name	Grade	Requested District	Reason
Bierman, Carter	4 <sup>th</sup>	Marion Independent	Good Cause
Bierman, Jace	4 <sup>th</sup>	Marion Independent	Good Cause
Coghlan, Paige	9 <sup>th</sup>	Marion Independent	Good Cause
Dettbarn, Grady	6 <sup>th</sup>	Center Point-Urbana	Good Cause
Faber, Hannah	10 <sup>th</sup>	Marion Independent	Good Cause
Lear, Brooklyn	11 <sup>th</sup>	Marion Independent	Good Cause
Lear, Colton	4 <sup>th</sup>	Marion Independent	Good Cause
Lear, Madison	6 <sup>th</sup>	Marion Independent	Good Cause
Longerbeam, Asher	4 <sup>th</sup>	Springville	Good Cause
Longerbeam, Oliver	6 <sup>th</sup>	Springville	Good Cause
Marks, Brandon	2 <sup>nd</sup>	Cedar Rapids	Good Cause
Taylor, Kaylie	10 <sup>th</sup>	Marion Independent	Good Cause
VanMilligan, Rae	12 <sup>th</sup>	North Linn	Good Cause

**700: Consent Agenda Motion 20-08-12**

**MOTION** by Lausen to approve the consent agenda, as presented. Second by Wall. Voice vote, all ayes. Motion carried.

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

Name	Assignment	Dept Action	Salary Placement
Dvorak, Christopher	HS: English Teacher	8/16/19	BA, Step 7
Hugo, Charles	EH: Physical Education Teacher	8/16/19	BA, Step 5
Kraft, Bernie	Compass: From .5 to 1.0 Teacher	8/20/19	Same
O'Brien, Megan	WF: Second Grade Teacher	8/20/19	BA, Step 4

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

Name	Assignment	Dept Action	Salary Placement
Anderson, Alissa	LG: Student Support Associate	8/20/19	LMSEAA II, Step 6
Bates, Jessie	HS: Work Experience Student Support Associate	8/20/19	LMSEAA II, Step 7
Bennett, Sarah	From EX to HS Student Support Associate	8/20/19	Same
Clubb, Amy	LG: From Student Support Assoc to Early Childhood Paraprofessional	8/20/19	Same
Dee, Wendy	TR: Bus Driver	7/24/19	Step 1
Fishel, McKenna	AC: Aquatic Instructor	8/6/19	\$11/hour
Foster, Molly	OR: Student Support Associate	8/20/19	LMSEAA II, Step 10
Harford, Steve	EH: Student Support Associate	8/20/19	LMSEAA II, Step 10
Herzberger, Devin	O&M: Custodial Supervisor	8/5/19	\$60,000/year
Hummel, Timnisha	OR: Student Support Associate	8/20/19	LMSEAA II, Step 6

Name	Assignment	Dept Action	Salary Placement
Kramer, Ana	OR: Student Support Associate	8/20/19	LMSEAA II, Step 9
Little, Jackie	HS: Records Secretary	8/7/19	LMSEAA IV, Step 10
Miracle, Stacey	LG: Student Support Associate	8/20/19	LMSEAA II, Step 7
Rasmussen, Brandi	NS: IC Part-Time General Help	8/23/19	PTNS, Step 1
Rodriguez, Germana	NS: EH Part-Time General Help	8/23/19	PTNS, Step 3
Schaub, Emily	From BW to EH Student Support Associate	8/20/19	Same
Skogerboe, Tammy	NS: EH Part-Time General Help	8/23/19	PTNS, Step 1
Snell, Theresa	NS: HS Part-Time General Help	8/23/19	PTNS, Step 1
Tran, Elena	From WF to HS Student Support Associate	8/20/19	Same

**Classified Staff: Resignation**

Name	Assignment	Dept Action	Reason
Arenson, Deborah	IC: General Ed Assistant	5/28/19	Termination
Baumhoefener, Laura	AC: Aquatic Instructor	7/23/19	Personal
Bisgard, Brianna	AC: Aquatic Instructor	7/23/19	Personal
Boddicker, Katie	NE: Student Support Associate	8/1/19	Other Employment
Brendes, Joselyn	AC: Aquatic Instructor	7/23/19	Personal
Christenson, Ryan	AC: Aquatic Instructor	7/23/19	Personal
Dickerson, Brooke	NS: HS General Help	7/29/19	Personal
Fitzgerald, Samantha	AC: Aquatic Instructor	7/23/19	Personal
Greve, Calvin	AC: Aquatic Instructor	7/23/19	Personal
Hanson, Allison	AC: Aquatic Instructor	7/23/19	Personal
Howk-Erwin, Kayla	EH: Student Support Associate	7/19/19	Other Employment
Mather, Matthew	AC: Aquatic Instructor	7/23/19	Personal
McGill, Jade	EH: Student Support Associate	7/19/19	Relocation
Noeller, Mary	TR: Bus Rider	7/22/19	Personal
Nuehring, Caitlyn	AC: Aquatic Instructor	7/23/19	Personal
Pfiffner, Megan	HS: Student Support Associate	7/29/19	Other Employment
Ramos, Mel	HS: Work Experience Student Support Associate	8/1/19	Retirement
Rose, Jacob	WE: Student Support Associate	8/8/19	Other Employment
Scott, Nick	TR: Bus Driver	7/18/19	Personal
Weems, Kaylee	EH: Student Support Associate	7/26/19	Other Employment
Yorgey, Marissa	AC: Academic Aquatic Instructor	8/2/19	Personal

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

Name	Assignment	Dept Action	Salary Placement
Mixdorf, Zachery	OR: Head 7 <sup>th</sup> Gr Boys' Basketball Coach	8/1/19	\$3,255
Noll, Hannah	OR: Head Boys'/Girls' Cross Country Coach	8/1/19	\$3,255
Schuring, Drake	EX: Assistant 7 <sup>th</sup> Gr Football Coach	8/5/19	\$2,894
Strottman, Andy	EX: From Asst to Head 7 <sup>th</sup> Gr Football Coach	8/5/19	\$3,255

**Co/Extra-Curricular Staff: Resignation**

Name	Assignment	Dept Action	Reason
Holub, Heath	EX: Head 7 <sup>th</sup> Gr Football Coach	8/5/19	Personal

702: Approval of July 15<sup>th</sup> Minutes – Exhibit 702.1

703: Approval of Bills – Exhibits 703.1-A&B

704: Approval of Contracts – Exhibits 704.1-23

1. Change order with Dryspace for work at Wilkins Elementary
2. Change order with Dryspace for the roof improvement project
3. Agreement with Rathje Construction for the intermediate buildings' street package

4. Sewer connection agreement with Genesis Equities Land Holdings, LLC for Hazel Point
5. Sewer connection agreement with Morris Wood, LLC for Boulder Peak
6. Updated equipment maintenance agreement with Marco Technologies, LLC
7. Facilities request agreement for use of AC with Cedar Falls Schools for MVC swim meet
8. Amendment #2 agreement with Rockwell Collins for voluntary preschool program
9. Amended agreement with Mercy Family Counseling
10. Agreement with Oakdale Road Music
11. Contract with Marzano High Reliability Schools
12. Data sharing agreement with Course to College AmeriCorps
13. Host site agreement with Course to College AmeriCorps
14. Agreement for internship/field experience/practicum courses with Morningside College
15. Agreement with Peloton Consultant Group for Adaptive Schools training for 2019-20
16. Agreement with Peloton Consultant Group for Adaptive Schools training for summer 2020
17. Non-commercial licensing agreements with the following LM coaches: Jennifer Hames, Matt Casebolt, Cyle Clapper, Karen Daubs, Stacy Feldman, Rick Fry, Andrew Martin, David McEowen, Todd Miller, Brianne Riehl, Blair Seim, Travis Senters, Jack Shappee, Jason Troy, Brad Wegmann, Matthew Hoskins, Travis Axeen, and Jim Erickson
18. Independent contractor agreement with Davis Churchman
19. Independent contractor agreement with Emma Erner
20. Independent contractor agreement with Ryan Hoagland
21. Independent contractor agreement with Lexi Robson
22. Independent contractor agreement with Sherry Stone
23. Independent contractor agreement with Vanessa Terrell
24. Interagency agreements for special education with Iowa City CSD (1), Lisbon CSD (1), and Mt Vernon CSD (1). *For student confidentiality, exhibits not provided.*

**705: Disposition of Obsolete Equipment**

Per Iowa Code (§§ 297.22-25) and school board policy 902.6, the district will list for sale obsolete equipment and furnishings on GovDeals.com. *Items for sale: hot serving islands (qty: 3).*

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

**801: Board Communications & Calendar**

Date	Time	Event	Location
August 15	7:30 AM	Finance/Audit Committee	LRC Conference Room 203
August 20	7:15 AM	Staff Breakfast	HS Four Corners
August 20	7:45 AM	Staff Welcome Back	HS Auditorium
August 22	5:30 PM	Marion City Council ( <i>Isenberg</i> )	City Hall
August 23	All Day	First Day of School for K-9 <sup>th</sup> Grades	District-wide
August 26	All Day	First Day of School for 10 <sup>th</sup> -12 <sup>th</sup> Grades	High School
August 26	5:00 PM 7:00 PM	Board Work Session Board Regular Meeting	LRC Boardroom
Date	Time	Event	Location
September 3	10:30 AM	LRC Staff & Board ID Photos	LRC Gym
September 5	5:30 PM	Marion City Council ( <i>Wall</i> )	City Hall
September 9	5:00 PM 7:00 PM	Board Work Session Board Regular Meeting	LRC Boardroom
September 17	Noon	Lion Learning with Superintendent Bisgard	LRC Room 5
September 17	5:30 PM	Lion Learning with Superintendent Bisgard	LRC Boardroom
September 19	7:30 AM	Finance/Audit Committee	LRC Conference Room 203
September 19	5:30 PM	Marion City Council	City Hall
September 23	5:00 PM 7:00 PM	Board Work Session Board Regular Meeting	LRC Boardroom
September 25	11:30 AM	Policy Committee	LRC Sup's Conference Room

802: Committees/Advisories

<b>Committees/Advisories</b>	<b>Board Representatives</b>
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

**900: Adjournment *Motion 21-08-12***

**MOTION** by Lausen to adjourn the regular meeting at 7:24 PM. Second by Mehaffey. Voice vote, all ayes. Motion carried.

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Sondra Nelson, Board President

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JT Anderson, Board Secretary/Treasurer