

**School Board Annual Meeting Minutes  
November 23, 2020**

**100: Call to Order and Determination of a Quorum**

The Linn-Mar School Board annual meeting was called to order at 5:00 PM in the boardroom of the Learning Resource Center (2999 N 10<sup>th</sup> St, Marion). Roll was taken to determine a quorum. Present: Buchholz, Isenberg, Lausen, Morey, Nelson, and Weaver. Administration present: Bisgard, Anderson, Christian, Wear, and Ramos. Administration absent: Breiffelder.

**200: Adoption of the Agenda *Motion 062-11-23***

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

**300: Audience Communications**

The following audience communications were received electronically by the noon deadline and read aloud by JT Anderson, Board Secretary/Treasurer:

1. Brian McAndrew, Excelsior Math Teacher and LMEA President, regarding moving to virtual learning format
2. Ann Loftus, Linn Grove Student Support Teacher/Parent, regarding issues with RTI communications
3. Valerie Earnest, LM parent and substitute teacher, regarding moving to virtual learning format
4. Elijah Vanderkamp, LM Senior, regarding policy prohibiting graduated students from participating in school activities; specifically the band trip to Ireland

**400: Informational Reports, Discussions, and Presentations**

**401: IASB Conference**

Board members reported that the Iowa Association of School Boards' annual conference was virtual this year and the sessions were well run, offered a great chance to network with other districts, and offered great topics and keynote speakers.

**402: Policy Committee – Refer to Exhibit 608.1**

Weaver reported that during the November 11<sup>th</sup> Policy Committee meeting the second half of the 500 series and a few miscellaneous policies were reviewed. The committee's recommendation is to approve wording changes for two policies to meet with IASB language and the deletion of one policy regarding student work permits as the district no longer processes them.

**403: CTE Committee**

Board members reported that during the November 11<sup>th</sup> Career & Technical Education Committee meeting discussion focused on the timing of when to offer personal financing classes. The district currently offers them to 9<sup>th</sup>/10<sup>th</sup> grades. It is the opinion that they should actually be moved to the 11<sup>th</sup>/12<sup>th</sup> grades instead. Superintendent Bisgard will follow up on this with the high school administration.

#### 404: Marion City Council

Buchholz reported that during the November 19<sup>th</sup> Marion City Council meeting discussion focused on several zoning items and the news that another roundabout will be installed at 10<sup>th</sup> Street and 10<sup>th</sup> Avenue in the spring. Buchholz also reported that the contract for the Marion Public Library director was not renewed and the building project is 3.5 million short on funding.

#### 405: Cabinet Update & Review of Return-to-Learn Plan – Exhibit 405.1

Superintendent Shannon Bisgard thanked the LM staff for their efforts and dedication in making this unique learning year a success. Bisgard also shared the reminder that with the winter weather advisory in place for this evening, the district may need to use the new notification system, School Messenger, to announce any late arrivals/cancellations for Tuesday.

Bisgard then reviewed the district's COVID numbers for students and staff and made the recommendation to request a waiver with the Iowa Department of Education to transition to virtual learning for PreK-12<sup>th</sup> grades beginning Monday, November 30<sup>th</sup> and running through Friday, December 11<sup>th</sup>; with all students (PreK-12<sup>th</sup>) returning to hybrid learning on Monday, December 14<sup>th</sup>.

The reasons behind this recommendation were: 1) an increase in positivity numbers for students and staff, 2) struggles to fill staff positions, 3) time for families to plan accordingly for change in learning format, 4) recent changes in Linn County Public Health quarantine guidance, and 5) the potential increase in exposure during Thanksgiving break.

The board discussed the recommendation and were in agreement with it as presented. A reminder was shared that the State only allows two-week waivers and that the district would need to reapply for another waiver to extend virtual learning past December 11<sup>th</sup>. The board also discussed the ability to call a special session during the week of December 7<sup>th</sup>, if COVID numbers remain high, to make a decision regarding requesting an extension of virtual learning.

#### 500: Unfinished Business

##### 501: Approval of Return-to-Learn Plan **Motion 063-11-23**

**MOTION** by Buchholz to approve the recommendation to request a waiver from the Iowa Department of Education to move PreK-12<sup>th</sup> grades to 100% virtual learning from November 30<sup>th</sup> through December 11<sup>th</sup>; with all students returning to hybrid learning on Monday, December 14<sup>th</sup>. Second by Lausen. Voice vote, all ayes. Motion carried.

##### 502: Approval of 2020 SBRC Application **Motion 064-11-23**

**MOTION** by Lausen to approve the 2020 School Budget Review Committee application with the amounts of \$1,248,720 for open enrolled out students not on previous count and \$21,708 for English Language Learner (ELL) students served beyond five years. Second by Wall. Voice vote, all ayes. Motion carried.

##### 503: Approval of Board Operations Manual – Exhibit 503.1 **Motion 065-11-23**

**MOTION** by Wall to approve the Board Operations Manual, as presented. Second by Weaver. Voice vote, all ayes. Motion carried.

**600: New Business:**

**601: Appointment of Board Secretary/Treasurer & Administration of Oath *Motion 066-11-23***

**MOTION** by Lausen to appoint JT Anderson, Linn-Mar Chief Financial/Operating Officer, as Board Secretary and Treasurer for the 2020-21 school year. Second by Weaver. Voice vote, all ayes. Motion carried. *Board President Nelson administered the oath of office.*

**602: Election of Board President & Administration of Oath *Motion 067-11-23***

**MOTION** by Weaver to approve Sondra Nelson to serve as board president for a term of one year. Second by Morey. Voice vote, all ayes. Motion carried. *Board Secretary/Treasurer Anderson administered the oath of office.*

**603: Election of Board Vice President & Administration of Oath *Motion 068-11-23***

**MOTION** by Isenberg to approve Cara Lausen to serve as board vice president for a term of one year. Second by Weaver. Voice vote, all ayes. Motion carried. *Board President Nelson administered the oath of office.*

**604: Designation of Board Representatives to District Committees/Advisories *Motion 069-11-23***

**MOTION** by Lausen to approve the board committee/advisory reps for the 2020-21 school year, as presented. Second by Morey. Voice vote, all ayes. Motion carried.

<b>Committee</b>	<b>Current Reps</b>	<b>2020-21 Reps</b>
Finance/Audit Committee	Lausen, Morey, and Nelson	Buchholz, Isenberg, and Morey
Policy/Governance Committee	Isenberg, Wall, and Weaver	Lausen, Wall, and Weaver
Career & Technical Education Advisory (CTE)	Buchholz, Morey, and Nelson	Buchholz, Morey, and Nelson
School Improvement Advisory Committee (SIAC)	Isenberg and Morey	Buchholz, Isenberg, and Wall
Facilities Advisory Committee	Nelson and Weaver	Morey, Nelson, and Weaver
Iowa BIG Advisory Board	Lausen	Lausen
Community Promise	Wall	Nelson
Linn County Conference Board	Buchholz	Buchholz

**605: Approval of Board Meeting Dates *Motion 070-11-23***

**MOTION** by Buchholz to approve the 2020-21 board meeting dates, as presented. Second by Lausen. Nelson clarified that there would be one meeting in November, tentatively for the 15<sup>th</sup>, but that the date may change depending on the school board election timeline for the canvass of votes. Voice vote, all ayes. Motion carried.

December 14, 2020	April 12 & 26, 2021	August 9 & 23, 2021
January 11 & 25, 2021	May 10 & 24, 2021	September 13 & 27, 2021
February 8 & 22, 2021	June 14, 2021	October 11 & 25, 2021
March 8, 2021	July 12, 2021	November 15, 2021

**606: Appointment of Board Legal Counsel *Motion 071-11-23***

**MOTION** by Lausen to appoint the law firm of Pickens, Barnes, & Abernathy for general counsel and Terry Abernathy as attorney; Simmons, Perrine, Moyer & Bergman for real estate and copyright matters; Ahlers & Cooney for Special Education, personnel, negotiations, construction, real estate, and bonding matters; and Lynch Dallas for general counsel for the 2020-21 school year. Second by Morey. Voice vote, all ayes. Motion carried.

**607: Designation of Depository Banks Motion 072-11-23**

**MOTION** by Wall to designate Farmer’s State Bank with an authorized limit of \$30,000,000; Hills Bank with an authorized limit of \$30,000,000; Kerndt Brothers Bank with an authorized limit of \$2,000,000; and Iowa School Joint Investment (ISJIT) with an authorized limit of \$20,000,000; as depositories of the district for the 2020-21 school year. Second by Weaver. Voice vote, all ayes. Motion carried.

**608: First Reading of Policy Recommendations – Exhibit 608.1 Motion 073-11-23**

**MOTION** by Wall to approve the first reading of the policy recommendations, as presented. Second by Weaver. Voice vote, all ayes. Motion carried.

- 204.1 – Meetings of the Board – *To reflect recent decision to change board meeting format*
- 504.6 – Student Work Permits – *Delete; district no longer processes student work permits*
- 504.12 – Student Wellness – *To reflect IASB recommendation for required wording*

**700: Consent Agenda Motion 074-11-23**

**MOTION** by Buchholz to approve the consent agenda, as presented. Second by Lausen. Congratulations were shared with Debra Susen on her retirement. Voice vote, all ayes. Motion carried.

**701: Personnel**

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

Name	Assignment	Dept Action	Salary Placement
Burkey, Mary	From WF to WE Student Support Associate	11/2/20	Same
Ernie, Veronica	EH: Student Support Assoc – Returning from Extended Leave	11/18/20	Same
Heubner, Serinity	EH: Student Support Associate	11/16/20	LMSEAA II, Step 6
Noltensmeier, Kelly	From EX to IC Lead Custodian	11/9/20	SEIU C +.25, Step 4
Powell, Christine	O&M: District Sub Custodian	11/13/20	SEIU C, Step 1
Schmieder, Elizabeth	IC: Student Support Associate	11/5/20	LMSEAA II, Step 6

***Classified Staff: Resignation***

Name	Assignment	Dept Action	Reason
Susen, Debra	NS: WF General Help	11/19/20	Retirement

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

Name	Assignment	Dept Action	Reason
James, Paul	HS: Head Varsity Football Coach	11/18/20	Personal
Kelley, Bobby	HS: Head Varsity Girls Swim Coach	11/16/20	Personal

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

**703: Approval of Bills – Exhibit 703.1**

**704: Approval of Contracts – Exhibits 704.1-6**

1. Professional services agreement with Shive Hattery for BP/HP storm/insurance claims
2. Agreement with Peloton Consultant Group for six professional development sessions
3. Independent contractor agreement with Ryan Hoagland
4. Agreement with MIND Research Institute for the ST Math program
5. Agreement with Marzano Resources for High Reliability Schools
6. Change order #2 with Garling Construction for the Indian Creek renovation project

7. Interagency agreements for Special Education services with Alburnett CSD (2) and Ames CSD (1). *For student confidentiality, exhibits not provided.*

**705: Informational Financial Reports – Exhibit 705.1-2**

1. School Finance and Cash Balance Reports as of October 31, 2019
2. School Finance and Cash Balance Reports as of October 31, 2020

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

**801: Board Communications:** No board communications were received.

**802: Board Calendar**

Bisgard shared that the December 10<sup>th</sup> visit to Boulder Peak would be rescheduled for a later date since the district will have transitioned to virtual learning at that time.

<b>Date</b>	<b>Time</b>	<b>Event</b>	<b>Location/Comments</b>
<i>November 25-27</i>		<i>No School for All Students</i>	<i>Thanksgiving Break</i>
<b>Date</b>	<b>Time</b>	<b>Event</b>	<b>Location/Comments</b>
December 3	5:30 PM	Marion City Council ( <i>Lausen</i> )	Virtual
December 9	Noon	MEDCO Annual Meeting	Virtual
December 10	7:30 AM	Finance/Audit Committee	LRC Room 203
December 10	11:30 AM	Board Visit	Boulder Peak Intermediate
December 14	5:00 PM	Board Meeting	LRC Boardroom/Virtual
December 17	5:30 PM	Marion City Council ( <i>Wall</i> )	Virtual
<i>Dec 23-Jan 1</i>		<i>No School for All Students</i>	<i>Winter Break</i>

**900: Adjournment *Motion 075-11-23***

**MOTION** by Buchholz to adjourn the annual meeting at 6:13 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