

**School Board Minutes  
April 12, 2021**

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

The Linn-Mar school board 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 Wall. Absent: Weaver. Administration present: Bisgard, Anderson, Christian, Ramos, and Wear. Administration Absent: Breitfelder.

**200: Adoption of the Agenda *Motion 126-04-12***

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

**300: Public Hearing** – Refer to Exhibits 602.1 and 603.1

A public hearing was held regarding the Certified Budget for fiscal year 2022. No comments received.

**400: Audience Communications**

No communications received.

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

**501: Blended Learning Update** – Exhibit 501.1

Tina March, Bowman Woods Elementary Principal, and her team [Shanna Helmke, Technology Integration Coach; Jennifer Frye, Instructional Coach; Carla Clanin, Media Specialist; and Michele Lake, First Grade Teacher] shared an update on their Blended Learning Program that focuses on innovation. Highlights included a history of the development of the program, an explanation of what Blended Learning is and the phases it progresses through, testimony from a classroom teacher's perspective, a video showcasing student engagement, and next steps.

**502: Marion City Council**

No report was given for the March 18<sup>th</sup> meeting. Superintendent Bisgard reported that during the April 8<sup>th</sup> meeting a request for a no parking zone on the west side of 27<sup>th</sup> Street in front of Wilkins Elementary was presented and approved by the Council.

**503: Legislative Update**

Morey and Bisgard shared updates on the various bills that have made it to the second funnel of consideration and a handout was provided to the board that summarized each bill. Bisgard also highlighted issues with the bill that could affect the PERL Levy, which is a \$315,000 annual revenue source for the district.

**504: Cabinet Update** – Exhibit 504.1

Superintendent Bisgard reported that student and staff COVID numbers are down, open houses are being planned for Boulder Peak and Hazel Point, and the first meeting of the recently-formed Facilities Advisory Committee will be held on May 17<sup>th</sup>. The Facilities Advisory Committee will focus on any amendments needed to the Ten-Year Capital Plan, with the goal of presenting recommendations to the board for consideration in December/January.

### 505: Review of Return-to-Learn Plan

Superintendent Bisgard facilitated a discussion on recommended changes to the Return-to-Learn Plan now that CDC and Iowa Public Health guidance has changed in regard to COVID.

Recommended changes included:

- Host open house events for Boulder Peak and Hazel Point; with social distancing practices in place.
- Begin scheduled student transitions between buildings.
- Changes to classroom structure/layout when additional space is an absolute necessity due to Family Choice students returning to onsite learning.
- Adoption of CDC guidance regarding social distancing for students from six feet down to three feet in classrooms if other mitigation measures are being followed.
- Face-to-face parent meetings, as needed, for IEPs, individual conferences, etc.
- Larger staff meetings, with social distancing practices in place.
- Sports and music camps to be offered over the summer.
- Swim lessons to be offered over the summer.
- Face masks will still be required for all (students, staff, visitors, etc.).

### 600: Unfinished Business

#### 601: Approval of Return-to-Learn Plan **Motion 127-04-12**

**MOTION** by Morey to approve the changes to the Return-to-Learn Plan, as discussed, which follow CDC guidance. Second by Buchholz. Voice vote, all ayes. Motion carried.

#### 602: Review of FY2022 Certified Budget – Exhibits 602.1 and 603.1 **Motion 128-04-12**

JT Anderson, Chief Financial/Operating Officer, shared a review of the fiscal year 2022 certified budget. Highlights included information on the purpose of the budget, proposed tax rates, district cost per pupil, certified and open enrollment trends, a breakdown of the general fund revenue and expenditures, information on the general fund levy, information on various funds, information on the estimated property tax levy, and next steps.

#### 603: Approval of FY2022 Certified Budget – Exhibit 603.1 **Motion 129-04-12**

**MOTION** by Buchholz to approve the Certified Budget for fiscal year 2022, as presented. Second by Morey. Voice vote, all ayes. Motion carried.

#### 604: Approval of Final Payment – Exhibit 604.1 **Motion 130-04-12**

**MOTION** by Lausen to approve final payment [#5] in the amount of \$22,941.96; to Garling Construction and accept the Indian Creek Elementary classroom renovation project as complete. Second by Morey. Voice vote, all ayes. Motion carried.

### 700: New Business

#### 701: Resolution for Easement and Setting of Public Hearing – Exhibit 701.1 **Motion 131-04-12**

**MOTION** by Lausen to approve the resolution granting an easement for sanitary sewer facilities to the City of Marion on Oak Ridge Middle School grounds for one dollar (\$1.00) and to set a public hearing regarding the same for 5:00 PM on Monday, May 10, 2021. Second by Buchholz. Anderson clarified the property is in ditch area that is unusable by the district but will allow easier sewer connection for the City and easier sewer maintenance for the district if/when needed. Roll call vote. Ayes: Buchholz, Isenberg, Lausen, Morey, Nelson, and Wall. Motion carried.

**702: Early Graduation Requests – Exhibit 702.1 Motion 132-04-12**

**MOTION** by Morey to approve the early graduation requests, as presented. Second by Lausen. Voice vote, all ayes. Motion carried.

|                 |                   |                  |
|-----------------|-------------------|------------------|
| Deutmeyer, Macy | Pfab, Calvin      | Strelow, Abigail |
| Jessen, Grace   | Pfeiffer, Preston | Tweh, Abraham    |
| Lane, Brooke    | Rawlins, Jaddlei  | Vieth, Carter    |
| Nelson, Evan    | Rocho, Cody       |                  |

**703: Fundraising Requests – Exhibit 703.1 Motion 133-04-12**

**MOTION** by Wall to approve the fundraising requests, as presented. Second by Morey. Voice vote, all ayes. Motion carried.

**704: Open Enrollment Requests Motion 134-04-12**

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

***Approved IN for 2021-22 School Year***

| Name               | Grade | Resident District  | Reason  |
|--------------------|-------|--------------------|---------|
| Campbell, Mercy    | K     | College CSD        | On time |
| DeSotel, Oswell    | K     | North Linn CSD     | On time |
| Johnson, Daphne    | K     | Cedar Rapids CSD   | On time |
| Schloss, Avigail   | K     | Cedar Rapids CSD   | On time |
| Shissler, Scarlett | K     | Marion Independent | On time |

***Denied OUT for 2021-22 School Year***

| Name         | Grade            | Requested District | Reason              |
|--------------|------------------|--------------------|---------------------|
| Ulmer, Sarah | 10 <sup>th</sup> | Marion Independent | Late, no good cause |

**800: Consent Agenda Motion 135-04-12**

**MOTION** by Morey to approve the consent agenda, as presented. Second by Lausen. Buchholz congratulated all of the retirees and thanked them for their service. Voice vote, all ayes. Motion carried.

**801: Personnel**

***Certified Staff: Resignation***

| Name             | Assignment                           | Dept Action | Reason     |
|------------------|--------------------------------------|-------------|------------|
| Cortez, Rebecca  | HS: Academic Intervention Teacher    | 6/11/21     | Relocation |
| Pottebaum Shelly | NE: Reading Teacher                  | 6/11/21     | Retirement |
| Pumroy, Marta    | OR: Foreign Language Teacher         | 6/11/21     | Personal   |
| Strand, Anna     | District Nurse                       | 6/11/21     | Retirement |
| Twachtmann, Barb | HS: Student Support Services Teacher | 6/11/21     | Retirement |

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

| Name              | Assignment  | Dept Action | Salary Placement     |
|-------------------|---|-------------|----------------------|
| Busenbark, Joyce  | BP: From Custodian to Lead Custodian                | 3/1/21      | SEIU C +.75, Step 11 |
| Fuller, Brent     | From EH to EX Custodian                             | 3/10/21     | Same                 |
| Hemesath, Cortnee | LRC: Supervisor of Business Services                | 4/1/21      | \$69,000/year        |
| Nichols, Amy      | LG: Student Support Associate                       | 3/22/21     | LMSEAA II, Step 6    |
| Neihart, Julia    | BP: Paraprofessional                                | 3/22/21     | Same                 |
| Ocasio, Karla     | LG: Student Support Associate                       | 3/22/21     | LMSEAA II, Step 6    |
| Petersen, Shiela  | NS: From EX General Help to OR General Help/Cashier | 4/5/21      | PTNS Step 3 +.25     |
| Power, Rueben     | O&M: District Sub Custodian                         | 4/6/21      | SEIU C, Step 1       |

| Name             | Assignment  | Dept Action | Salary Placement   |
|------------------|---|-------------|--------------------|
| Reardanz, Lisa   | BP: From Media Asst to School Counselor's Secretary | 3/26/21     | LMSEAA IV, Step 13 |
| Werlein, Kathryn | HS: Student Support Associate                       | 4/12/21     | LMSEAA II, Step 6  |

**Classified Staff: Resignation**

| Name                   | Assignment                    | Dept Action | Reason           |
|------------------------|-------------------------------|-------------|------------------|
| Blanchett, Elizabeth   | WE: Student Support Associate | 3/10/21     | Personal         |
| Eddins, Michael        | WE: Student Support Associate | 4/1/21      | Terminated       |
| Edwards-Thomas, Cedric | HS: Student Supervisor        | 3/8/21      | Terminated       |
| Gericke, David         | O&M: Certified Maintenance    | 3/19/21     | Personal         |
| Gibbs, Sonja           | NE: Student Support Associate | 6/9/21      | Retirement       |
| Malmberg, Terry        | TR: Bus Driver                | 6/9/21      | Retirement       |
| Reid, Diane            | NE: Student Support Associate | 6/9/21      | Retirement       |
| Steward, Deb           | TR: Secretary                 | 7/1/21      | Retirement       |
| Winders, Elizabeth     | EX: Student Support Associate | 4/9/21      | Other Employment |
| Wood, Kylie            | EH: Student Support Associate | 3/25/21     | Personal         |

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

| Name               | Assignment  | Dept Action | Salary Placement |
|--------------------|---|-------------|------------------|
| Gaffney, Katie     | EX: Assistant 7 <sup>th</sup> /8 <sup>th</sup> Gr Girls Track Coach | 3/24/21     | \$2,914          |
| Hugo, Charlie      | HS: From Assistant to Head Girls Swim Coach                         | 3/9/21      | \$4,372          |
| Jochimsen, Melanie | OR: Head 7 <sup>th</sup> Gr Girls Basketball Coach                  | 3/12/21     | \$3,279          |
| Thomas, Alyssa     | HS: Head Varsity Girls Volleyball Coach                             | 8/9/21      | \$5,465          |

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

| Name               | Assignment                         | Dept Action | Reason   |
|--------------------|------------------------------------|-------------|----------|
| Hammes, Jennifer   | HS: Head JV Poms Coach             | 3/23/21     | Personal |
| Robinson, Brittany | HS: Head JV Girls Basketball Coach | 4/7/21      | Personal |

802: Approval of March 8<sup>th</sup> Minutes – Exhibit 802.1

803: Approval of Bills – Exhibit 803.1

804: Approval of Contracts – Exhibits 804.1-16

1. Professional services agreement with Shive Hattery Architecture & Engineering regarding the Wilkins Elementary storm damage repairs and insurance documentation
2. Professional services agreement with Shive Hattery Architecture & Engineering regarding the Excelsior Middle School storm damage repairs and insurance documentation
3. Agreement with Dryspace for the LM High School roof repair project
4. Agreement with Dryspace for the Indian Creek roof repair project
5. Agreement with Jim Giese Commercial Roofing for the Excelsior roof repair project
6. Agreement with Septagon Construction for the Transportation/O&M building roof repair project
7. Agreement with Universal Climate Control for the Indian Creek gym HVAC project
8. Facility use agreement with American National Red Cross of Eastern Iowa
9. Strength and conditioning services agreement with Ability Physical Therapy
10. Agreement with Solution Tree for PLC and RTI professional development workshops
11. Agreement with Mental Health/Disability Services of East Central Region
12. Agreement with University of Northern Iowa for BA social work field placement
13. Agreement with Western Governors University for student teaching placement
14. Memorandum of understanding with Goodwill of the Heartland for student work experiences
15. Memorandum of understanding with Luther College for student teaching in 2021-22
16. Non-commercial licensing agreement with Nichole Carlson of Elite Fitness

17. Interagency agreements for Special Education services with BCLUW CSD (1), Cedar Rapids CSD (6), Marion Independent (1), Osage CSD (1), REM Iowa (1), and Sioux City CSD (2). *For student confidentiality, exhibits not provided.*

**805: Informational Financial Reports – Exhibits 805.1-2**

1. School Finance and Cash Balance Reports as of February 29, 2020
2. School Finance and Cash Balance Reports as of February 28, 2021

**806: 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: Acra metal lathe, Logan metal lathe, Delta radial saw, and Powermatic belt/disc sander.*

**900: Board Communications, Calendar, and Committees**

**901: Board Communications:** No communications received.

**902: Board Calendar**

| Date     | Time     | Event                                   | Location/Comments                |
|----------|----------|---|----------------------------------|
| April 21 | 11:30 AM | Policy Committee                        | Virtual                          |
| April 22 | 7:30 AM  | Finance/Audit Committee                 | LRC Conference Room 203          |
| April 22 | 5:30 PM  | Marion City Council ( <i>Buchholz</i> ) | Virtual                          |
| April 22 | All Day  | LM Foundation Dine Out for Schools Day  | Arrangements Pending             |
| April 26 | 5:00 PM  | Board Meeting                           | Boardroom/YouTube                |
| April 30 | 7:00 PM  | LM Foundation Virtual Trivia Night      | Arrangements Pending             |
| Date     | Time     | Event                                   | Location/Comments                |
| May 4    | 5:00 PM  | LIONS/Volunteer Awards                  | Arrangements pending             |
| May 6    | 5:30 PM  | Marion City Council ( <i>Isenberg</i> ) | Virtual                          |
| May 10   | 5:00 PM  | Board Meeting                           | Boardroom/YouTube                |
| May 10   | 7:00 PM  | Senior Recognition Night                | Arrangements Pending             |
| May 14   | 1:00 PM  | Success Center Graduation               | Arrangements Pending             |
| May 17   | 6:00 PM  | Facilities Advisory Committee           | Boardroom                        |
| May 18   | Noon     | SODA/TRY Luncheon                       | LRC Gym                          |
| May 19   | 4:00 PM  | School Improvement Advisory (SIAC)      | LRC Conference Room 6            |
| May 20   | 7:30 AM  | Finance/Audit Committee                 | LRC Conference Room 203          |
| May 20   | 4:00 PM  | COMPASS Celebration Picnic              | Thomas Park                      |
| May 20   | 5:30 PM  | Marion City Council ( <i>Nelson</i> )   | Virtual                          |
| May 24   | 5:00 PM  | Board Meeting                           | Boardroom/YouTube                |
| May 30   | 1:00 PM  | LM High School Graduation               | Alliant Energy Powerhouse Center |
| Date     | Time     | Event                                   | Location/Comments                |
| June 2   | 5-7 PM   | BP Ribbon Cutting & Open House          | Ribbon Cutting at 5:30 PM        |
| June 2   | 5-7 PM   | HP Ribbon Cutting & Open House          | Ribbon Cutting at 6:00 PM        |
| June 3   | 5:30 PM  | Marion City Council Meeting             | Virtual                          |
| June 10  | 7:30 AM  | Finance/Audit Committee                 | LRC Conference Room 203          |
| June 14  | 5:00 PM  | Board Meeting                           | Boardroom/YouTube                |
| June 17  | 5:30 PM  | Marion City Council                     | Virtual                          |
| June 21  | All      | LM Foundation Lions Open                | Hunters Ridge Golf Course        |

**903: Committees and Advisories**

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

**1000: Adjournment *Motion 136-04-12***

**MOTION** by Lausen to adjourn the meeting at 6:22 PM. Second by Buchholz. Voice vote, all ayes. Motion carried.

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Sondra Nelson, Board President

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JT Anderson, Board Secretary/Treasurer