

**School Board Annual Meeting Minutes  
November 10, 2021**

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

The Linn-Mar Community School District Board of Education 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, Wall, and Weaver. Administration present: Bisgard, Anderson, Ramos, Wear, and Read. Absent: Christian and Breitfelder.

**200: Adoption of the Agenda *Motion 076-11-10***

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

**300: Audience Communications**

No communications were received.

**400: Informational Reports**

**401: Superintendent's Update** – Exhibit 401.1

Superintendent Bisgard reported that the first edition of the district newsletter has been published and posted on the website. The following updates were shared regarding the Return-to-Learn Plan: It will need to be updated to reflect the end of the mask mandate for the elementary and intermediate buildings and the return of visitors to these buildings beginning on January 3, 2022; the RtL Plan will continue to be updated as we move forward over the next two years due to ESSER requirements, and, face masks will remain required on all district transportation per CDC requirements. Bisgard also extended congratulations to the newly-seated board members (Matt Rollinger, Melissa Walker, and incumbent Rachel Wall) and extended a sincere thank you to GERALYN JONES, Kara Larson, and Cara Lausen for running for the board. Special thanks were shared with Tim Isenberg and Cara Lausen for the dedication and service they shared with the district during their terms on the school board.

**402: School Improvement Advisory Committee**

Board members Buchholz, Isenberg, and Wall reported that during the November 4<sup>th</sup> SIAC meeting the committee reviewed the data from the Iowa Statewide Assessment of Student Progress (ISASP) and the Condition of Learning Survey results.

**403: Marion City Council**

Bisgard reported that during the November 4<sup>th</sup> Marion City Council meeting there were no topics pertaining to the district.

**404: Facilities Advisory Committee**

Board members Morey, Nelson, and Weaver reported that during the November 8<sup>th</sup> FAC meeting the committee determined the recommendations they would make to the board on December 13<sup>th</sup>, next steps for budget considerations, and also shared that OPN Architects did a great job in facilitating the committee discussions.

405: Canvass of Votes – Exhibit 405.1

Board Secretary/Treasurer JT Anderson reported the official information from the Linn County Board of Supervisors regarding the canvass of votes from the November 2<sup>nd</sup> School Board Election. The official vote counts were reported as: Geralyn Jones (2,591), Kara Larson (3,279), Cara Lausen (3,118), Matt Rollinger (3,819), Melissa Walker (4,833), Rachel Wall (4,213), and Write In Votes (230) for a grand total of 22,083 votes. The three officially elected board members were Melissa Walker, Rachel Wall, and Matt Rollinger and they will serve four-year terms through November 2025.

**500: Special Recognitions**

501: Recognition of Outgoing Board Members

Superintendent Bisgard shared a special recognition of outgoing board members Tim Isenberg (served 10 years) and Cara Lausen (served 4 years), thanked them for their dedication and service to the district, and presented them with a gift.

**600: Unfinished Business**

601: Completion of Project and Authorization of Final Payment – Exhibit 601.1 ***Motion 077-11-10***

**MOTION** by Morey to accept the Oak Ridge Middle School/Lowe Park Running Track Project as complete and authorize final payment to LL Pelling Company, Inc., in the amount of \$39,285.02. Second by Weaver. Voice vote, all ayes. Motion carried.

**700: New Business**

701: Establishment of Public Hearing ***Motion 078-11-10***

**MOTION** by Buchholz to approve setting a public hearing for 5:00 PM on December 13, 2021, for approval of the plans and specifications for the 2022 Bowman Woods roof project. Second by Morey. Voice vote, all ayes. Motion carried.

702: Establishment of Public Hearing ***Motion 079-11-10***

**MOTION** by Lausen to approve setting a public hearing for 5:00 PM on December 13, 2021, for approval of the plans and specifications for the 2022 Echo Hill roof improvement project. Second by Morey. Voice vote, all ayes. Motion carried.

703: Establishment of Public Hearing ***Motion 080-11-10***

**MOTION** by Lausen to approve setting a public hearing for 5:00 PM on December 13, 2021, for approval of the plans and specifications for the 2022 Novak roof improvement project. Second by Weaver. Voice vote, all ayes. Motion carried.

704: Establishment of Public Hearing ***Motion 081-11-10***

**MOTION** by Lausen to approve setting a public hearing for 5:00 PM on December 13, 2021, for approval of the plans and specifications for the 2022 Learning Resource Center roof improvement project. Second by Morey. Voice vote, all ayes. Motion carried.

705: Open Enrollment Out, Not on Prior Year's Headcount ***Motion 082-11-10***

**MOTION** by Wall authorizing district administration to submit a request to the School Budget Review Committee for a modified supplemental amount of \$1,064,953; for open enrolled out students who were not included in the district's previous-year certified enrollment count. Second by Buchholz. Voice vote, all ayes. Motion carried.

**706: Limited English Proficient Instruction Beyond Five Years Motion 083-11-10**

**MOTION** by Morey to authorize district administration to submit a request to the School Budget Review Committee for a modified supplemental amount of \$23,488; related to the English language learning program for students who have exceeded five years of weighting that are included on the Fall 2021 certified enrollment headcount. Second by Lausen. Voice vote, all ayes. Motion carried.

**707: Open Enrollment Requests Motion 084-11-10**

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

**Approved OUT**

Name	Grade	Requested District	Reason
Busch, Brayden	9 <sup>th</sup>	Alburnett CSD	Good cause

**Denied OUT**

Name	Grade	Requested District	Reason
Gillis, Natalie	9 <sup>th</sup>	Alburnett CSD	Late

**800: Consent Agenda Motion 085-11-10**

**MOTION** by Weaver to approve the consent agenda as presented. Second by Lausen. Lausen congratulated David Swaney on his retirement. Voice vote, all ayes. Motion carried.

**801: Personnel**

**Certified Staff: Resignation**

Name	Assignment	Dept Action	Reason
Jordan, Molly	WE: Reading Teacher	11/5/21	Personal
Swaney, David	HS: Social Studies Teacher	5/31/22	Retirement

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

Name	Assignment	Dept Action	Salary Placement
Dool, Stephanie	HS: Student Support Associate	11/30/21	LMSEAA II, Step 1
Fecht, Amy	LRC: Human Resources Coordinator	11/1/21	\$19.20/hour
Feldermann, Morgan	From OR to EH Student Support Associate	11/1/21	Same
Govindaraj, Suganya	HP: Student Support Associate	10/25/21	LMSEAA II, Step 1
Ihde, Courtney	EH: Student Support Associate (Part-time)	11/16/21	LMSEAA II, Step 1
Knott, Dylan	HS: Student Support Associate	10/28/21	LMSEAA II, Step 1
LeBlanc, Jason	O&M: High School Custodian	11/3/21	SEIU C, Step 1
Miller, Sara	From NE Student Support Assoc to Dist Sub Custodian	10/21/21	SEIU C, Step 1
Nichols, Amy	From LG to HS Student Support Associate	11/3/21	Same
Reynolds, Kinsey	EH: Student Support Associate (Part-time)	11/8/21	LMSEAA II, Step 1
Schulte, Vivian	AC: Aquatic Instructor	11/7/21	\$12.00/hour

**Classified Staff: Resignation**

Name	Assignment	Dept Action	Reason
Hastings, Nikki	NS: WE Satellite Manager/General Help	11/11/21	Other employment
Neymeyer, Katie	HS: Student Support Associate	11/12/21	Personal

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

Name	Assignment	Dept Action	Salary Placement
Cutler, Andrew	EX: Show Choir Director	10/4/21	\$1,843
Drtina, Emma	HS: Theater Director (Spring)	1/3/2022	\$2,211
Lippert, Jordan	HS: Assistant JV2 Girls Basketball Coach	11/8/21	\$2,580
McCune, Michael	OR: Assistant Boys Swim Coach	10/28/21	\$2,948
Rosenberg, Jennifer	EX: Assistant Show Choir Director	10/25/21	\$1,106

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

Name	Assignment	Dept Action	Reason
Martin, Rob	HS: Head 10 <sup>th</sup> Gr/Asst Varsity Baseball Coach	10/13/21	Personal

802: Approval of October 25<sup>th</sup> Minutes – Exhibit 802.1

803: Approval of Bills – Exhibits 803.1

804: Approval of Contracts – Exhibits 804.1-9

1. Common area licensing agreement with Washington Prime Group/Lindale Mall
2. Farm lease with Bryce Airy
3. Farm lease amendment with Jon Rathje
4. Consent form for sale of product with Wal-Mart Stores and Cotton Gallery, Ltd.
5. Agreement with Edmentum for the EdOptions Academy online learning platform
6. Shared personnel agreement with Kirkwood Community College for College & Career Transition Counselor Sheryl Bass
7. Independent contractor agreement with Allen Chapman for work with Vocal Music
8. Independent contractor agreement with Eric Rohde for work with LM Orchestra
9. Independent contractor agreement with Carol Tralau for work with Choir/Vocal Music
10. Interagency agreements for special education with BCLUW CSD (1), Cedar Rapids CSD (46), Central City CSD (2), Iowa City CSD (5), Lisbon CSD (1), Marion Independent (28), Mediapolis CSD (1), Muscatine CSD (1), Nevada CSD (1), North Linn CSD (1), Oelwein CSD (2), Ottumwa CSD (1), Springville CSD (1), Union CSD (1), Waterloo CSD (1), and West Delaware CSD (2). *For student confidentiality, exhibits not provided.*

805: 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: 1997 Ford F-250 Super Duty truck, Powermatic drill press model #1150, Duro belt sander model #PD3066, Powermatic/Logan lathe model #1110008-L00H; and Powermatic/Houdaille lathe model #1110011-L09H.*

**900: Board Communications**

Tim Isenberg thanked the board and district for their support during his tenure on the school board.

**1000: Adjournment Motion 086-11-10**

**MOTION** by Lausen to adjourn the annual meeting at 5:23 PM. Second by Wall. 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 Organizational Meeting Minutes  
November 10, 2021**

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

The Linn-Mar Community School District Board of Education organizational meeting was called to order at 6:00 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, Morey, Nelson, Rollinger, Wall, and Weaver. Absent: Walker. Administration present: Bisgard, Anderson, Ramos, Read, and Wear. Absent: Christian and Breiffelder.

**200: Adoption of the Agenda *Motion 087-11-10***

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

**300: New Business**

**301: Appointment of Board Secretary/Treasurer and Administration of Oath *Motion 088-11-10***

**MOTION** by Weaver to appoint JT Anderson, Linn-Mar Chief Financial/Operating Officer, as Board Secretary and Treasurer for the 2021-22 school year. Second by Morey. Voice vote, all ayes. Motion carried. Board President Nelson administered the oath of office.

**302: Oath of Office for Newly-Elected Board Members**

JT Anderson, Board Secretary/Treasurer, assumed the chair and administered the oath of office to newly-elected board member Matt Rollinger. It was clarified that Melissa Walker was absent due to a family emergency and would take the oath as soon as she was available.

**303: Election of Board President & Administration of Oath *Motion 089-11-10***

Board Secretary/Treasurer JT Anderson requested nominations for Board President. Weaver nominated Britannia Morey. No other nominations were received.

**MOTION** by Weaver to approve Britannia Morey as Board President to serve a one-year term. Second by Wall. Roll call vote, all ayes. Motion carried. Anderson administered the oath of office.

**304: Election of Board Vice President & Administration of Oath *Motion 090-11-10***

Board President Morey assumed the chair and requested nominations for Board Vice President. Nelson nominated Clark Weaver. No other nominations were received.

**MOTION** by Nelson to approve Clark Weaver as Board Vice President to serve a one-year term. Second by Wall. Roll call vote, all ayes. Motion carried. Morey administered the oath of office.

**305: Appointment of Board Legal Counsel for FY22 *Motion 091-11-10***

**MOTION** by Buchholz 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 2021-22 school year. Second by Nelson. Voice vote, all ayes. Motion carried.

**306: Designation of Depository Banks for FY22 Motion 092-11-10**

**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 Trust (ISJIT) with an authorized limit of \$5,000,000; as depositories of the district for the 2021-22 school year. Second by Nelson. Voice vote, all ayes. Motion carried.

**307: Approval of 2021-22 Board Meeting Dates Motion 093-11-10**

**MOTION** by Wall to approve the 2021-22 board meeting dates as presented. Second by Buchholz. It was clarified that the June and July dates were changed, as well as the second meeting date in August. Voice vote, all ayes. Motion carried.

December 13, 2021	April 11 & 25, 2022	August 8 & 29, 2022
January 10 & 24, 2022	May 9 & 23, 2022	September 12 & 26, 2022
February 7 & 21, 2022	June 20, 2022	October 10 & 24, 2022
March 7, 2022	July 18, 2022	November 14, 2022

**308: Designation of Board Representatives to District Committees/Advisories for 2021-22**

The following representatives were determined for the 2021-22 board committees/advisories. It was clarified that three board representatives can serve on a committee, so one more spot is open on the Finance/Audit Committee and CTE Committee.

<b>Committees/Advisories</b>	<b>2020-21 Representatives</b>	<b>2021-22 Representatives</b>
Finance/Audit Committee	Buchholz, Isenberg, and Morey	Buchholz and Weaver
Policy/Governance Committee	Lausen, Wall, and Weaver	Morey, Nelson, and Wall
Career & Technical Education Advisory Committee (CTE)	Buchholz, Morey, and Nelson	Nelson and Rollinger
School Improvement Advisory Committee (SIAC)	Buchholz, Isenberg, and Wall	Rollinger, Walker, and Wall

**MOTION** by Buchholz to approve the board representatives, as determined to serve on the various district committees and advisories for the 2021-22 school year. Second by Nelson. Voice vote, all ayes. Motion carried. **Motion 094-11-10**

**309: Board Operations Manual – Exhibit 309.1**

Superintendent Bisgard reminded the board that they would review the Board Operations Manual during the December 13<sup>th</sup> meeting and asked that they come prepared with any edits/suggestions.

**310: Discussion of IASB/UEN Attendance**

Superintendent Bisgard facilitated a discussion on attendance at the Iowa Association of School Board’s annual conference and the Urban Education Network’s annual meeting/dinner. Board members were asked to turn in their RSVP forms before leaving so reservations could be confirmed. All board members, except for Buchholz and Weaver, will attend. Morey will serve as the delegate.

**400: Communications & Calendar**

**401: Board Communications**

Nelson thanked the board and district for their support during her term as Board President. Morey thanked Nelson for her leadership.

402: Board Calendar

<b>Date</b>	<b>Time</b>	<b>Event</b>	<b>Location</b>
<i>Nov 17-18</i>	<i>All Day</i>	<i>IASB Annual Conference</i>	<i>Des Moines</i>
<i>Nov 17</i>	<i>6:00 PM</i>	<i>UEN Annual Meeting</i>	<i>Des Moines</i>
<i>Nov 18</i>	<i>5:30 PM</i>	<i>Marion City Council (Morey)</i>	<i>City Hall/Virtual</i>
<i>Nov 30</i>	<i>Noon</i>	<i>Lion Learning (Buchholz &amp; Wall)</i>	<i>LRC Boardroom</i>
<i>Nov 30</i>	<i>5:30 PM</i>	<i>Lion Learning (Morey &amp; Nelson)</i>	<i>LRC Boardroom</i>
<b>Date</b>	<b>Time</b>	<b>Event</b>	<b>Location</b>
<i>Dec 1</i>	<i>4:15 PM</i>	<i>Career &amp; Technical Education Committee (CTE)</i>	<i>LRC Boardroom</i>
<i>Dec 2</i>	<i>5:30 PM</i>	<i>Marion City Council (Buchholz)</i>	<i>City Hall/Virtual</i>
<i>Dec 9</i>	<i>7:30 AM</i>	<i>Finance/Audit Committee</i>	<i>LRC Room 203</i>
<i>Dec 13</i>	<i>5:00 PM</i>	<i>Board Meeting</i>	<i>LRC Boardroom/YouTube</i>
<i>Dec 15</i>	<i>11:30 AM</i>	<i>Policy Committee</i>	<i>LRC Room 5</i>
<i>Dec 16</i>	<i>5:30 PM</i>	<i>Marion City Council (Nelson)</i>	<i>City Hall/Virtual</i>

**500: Adjournment Motion 095-11-10**

**MOTION** by Buchholz to adjourn the organizational meeting at 6:31 PM. Second by Wall. Voice vote, all ayes. Motion carried.

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Brittania Morey, Board President

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JT Anderson, Board Secretary/Treasurer