

**School Board Regular Meeting Minutes
January 24, 2022**

100: Call to Order and Determination of a Quorum

The Linn-Mar School Board regular meeting was called to order at 5:00 PM in the boardroom of the Learning Resource Center (2999 N 10th St, Marion). Roll was taken to determine a quorum. Present: Buchholz, Morey, Nelson, Rollinger, Walker, and Weaver. Absent: Wall. Administration present: Bisgard, Anderson, Christian, Breifelder, Read, and Wear. Absent: Ramos.

200: Adoption of the Agenda *MOTION 134-01-24*

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

300: Audience Communications

Board President Morey read a statement regarding updated procedures for audience communications that will go into effect on February 7th. Those interested in speaking during audience communications will sign in upon arrival at the table near the door and include their name, address, and topic of communication. Morey will use the list to call speakers to the podium in the order of sign in. This change is to make the flow of audience communications more efficient.

- GERALYN JONES, LM Parent, COVID tracking and new audience communication procedures

400: Informational Reports, Discussions, and Presentations

401: Math Interventions Program – Exhibit 401.1

Karla Ries, Director of Elementary Teaching & Learning, and members of the Math Strategists Team reported on the program including focus areas, what Math Strategists do, and what they are learning.

402: 2022-23 Financial Projections – Exhibits 402.1-2

Chief Financial Officer JT Anderson reviewed the district's 2022-23 certified budget, tax rates, the impact of enrollment decline on funding, a historical overview of finances, and FY23 financial projections.

403: Marion City Council

No report was given.

404: Legislative Update

Superintendent Bisgard and Board President Morey reported that a bill has been submitted to the Education Committee to push for funding to address the deficit for At-Risk students.

405: Superintendent's Update – Exhibit 405.1

Superintendent Bisgard shared that Ed Rogers, Westfield Building Principal, will be retiring at the end of the school year, that the district has four snow days built into the current school calendar, shared congratulations with LM Senior Kayla Purchase and HS Student Assistance Counselor Janessa Carr

for their equity work in the district and community, and recognized Lana Sellner, LG Student Support Teacher, for being the recent recipient of the KCRG A+ *For Education* award.

500: Unfinished Business

501: Approval of Updated Return-to-Learn Plan – Exhibits 501.1-2 *MOTION 135-01-24*

Superintendent Bisgard reviewed the proposed updates to the Return-to-Learn Plan and the board discussed the changes with comments on wording and the guidance received from various health agencies.

MOTION by Buchholz to approve the updated Return-to-Learn Plan as presented. Second by Nelson. Voice vote. Ayes: Buchholz, Morey, Nelson, and Weaver. Nays: Rolling and Walker. Motion carried.

502: Award Bid for LRC Roof Project – Exhibit 502.1 *MOTION 136-01-24*

MOTION by Buchholz to award the bid for the LRC roof project to Dryspace, Inc., as the lowest responsive bidder for a total cost of \$99,219.00. Second by Weaver. Voice vote, all ayes. Motion carried.

503: Award Bid for Bowman Woods Roof Project – Exhibit 503.1 *MOTION 137-01-24*

MOTION by Nelson to award the bid for the Bowman Woods roof project to Dryspace, Inc., as the lowest responsive bidder for a total cost of \$199,901.00. Second by Weaver. Voice vote, all ayes. Motion carried.

504: Award Bids for Echo Hill & Novak Roof Projects – Exhibit 504.1 *MOTION 138-01-24*

MOTION by Buchholz to award the bids for the Echo Hill and Novak roof projects to Modern Builders, Inc., as the lowest responsive bidder for a base bid of \$440,700.00 for Echo Hill and a base bid of \$445,500.00 for Novak; for a total cost of \$886,200.00. Second by Nelson. Voice vote, all ayes. Motion carried.

505: Second Reading of Policy Recommendations – Exhibit 505.1 *MOTION 139-01-24*

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

The full 800 Series [Business Procedures] was reviewed with updates recommended for:

- 801.3 Transfer of Funds
- 801.4 General Fund Reserves and Fund Balance Reporting
- 801.6 Inventory and Fixed Assets
- 802.1 Local, State, Federal, and Miscellaneous Revenue
- 802.3-R Administrative Regulations Regarding Education Supply Fees
- 802.6 Investments
- 802.9-R1 Administrative Regulations Regarding Debt Management
- 802.10 Cash in School Buildings
- 802.11 Online Fundraising Campaigns/Crowdfunding
- 803.1 Purchasing/Bidding: Goods and Services
- NEW 803.1-R2 Procedures for Contracts and Purchases Paid with Federal Funds
- 803.2 Bids and Awards for Construction Contracts
- 803.2-R Administrative Regulations Regarding Bids and Awards for Construction Contracts
- 803.3 District Credit Card Use
- 803.3-R Administrative Regulations Regarding District Credit Card Use
- 803.4 Public Purpose and Use of Public Funds
- 803.4-R Administrative Regulations Regarding Public Purpose and Use of Public Funds
- 803.6 Approval and Payment for Goods and Services
- 803.10 Travel Allowances
- 803.10-R Administrative Regulations Regarding Travel Allowances
- 804.2 Treasurer's Annual Report

- 805.1 Bonds for Officers and Employees
- 806.1 Insurance Program and Review
- 807.1 Response Plan: Radiological Emergency

The following policies are also being recommended for updates, or as new policies, based on guidance from the Iowa Association of School Boards (IASB) and Iowa Code:

- 201.6 Organization of the School Board
- NEW 202.7-E Board Conflict of Interest Form
- 204.3 Closed Sessions of the School Board
- NEW 204.5 Exempt Sessions of the School Board
- 204.7 Board Meeting Agenda
- 204.9 Public Participation in Board Meetings
- NEW 403.17-E Employee Conflict of Interest Form
- 502.12 Student Complaints and Grievances
- 602.25 Space Requirements for Open Enrollment and Attendance Exception Requests
- NEW 604.3 Assistance Animals

600: New Business

601: Open Enrollment Requests MOTION 140-01-24

MOTION by Weaver to approve the open enrollment requests as presented. Second by Nelson. Voice vote, all ayes. Motion carried.

Approved IN

Name	Grade	Resident District	Reason
Smith, Darryl	10 th	Marion Independent	Good cause

Approved OUT

Name	Grade	Resident District	Reason
Macedo, Madison	9 th	Marion Independent	Good cause

700: Consent Agenda MOTION 141-01-24

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

701: Personnel

Certified Staff: Resignation

Name	Assignment	Dept Action	Reason
Calcara, Marilyn	District Nurse	6/1/22	Retirement
Garcia, Daniel	HS: Science Teacher	5/30/22	Relocation
Rogers, Ed	WF: Building Principal	6/30/22	Retirement

Classified Staff: Assignment/Reassignment/Transfer

Name	Assignment	Dept Action	Salary Placement
Bidleman, Cayci	EX: Student Support Associate	2/3/22	LMSEAA II, Step 1
Bryant, David	BP: Student Support Associate	1/17/22	LMSEAA II, Step 2
Crockett, Jennifer	NS: HS General Help	1/18/22	Step 1
Delaney, Roisin	BW: Student Support Associate	1/18/22	LMSEAA II, Step 1
DeLoach, Isela	HS: Health Assistant	1/19/22	LMSEAA II, Step 1
Emery, Noreen	NS: IC General Help	1/14/22	Step 1
Finchum, Grady	HS: Student Supervisor	1/14/22	\$15.00/hour
Gronewold, Lana	NS: HS General Help	1/18/22	Step 1
Mallon, Angie	NS: BW General Help	1/18/22	Step 2
McCloe, Cari	HS: From Part-Time to Full-Time General Help	1/19/22	SEIU A, Step 1
Sattizahn, Allison	HS: From Student Support Assoc to Student Supervisor	1/10/22	\$15.00/hour
Weber, Lilly	AC: Academic Aquatic Instructor	1/11/22	\$15.00/hour

Name	Assignment	Dept Action	Salary Placement
Williams, Jamie	NS: From NE Lead Cook to District Rover	1/3/22	SEIU A, Step 1
Wittnebel, Julia	AC: Academic Aquatic Instructor	1/18/22	\$15.00/hour
Yirkovsky, Toni	HS: Student Support Associate	1/18/22	LMSEAA II, Step 1

Classified Staff: Resignation

Name	Assignment	Dept Action	Reason
Braumann, Michelle	NS: HS General Help	1/14/22	Other Employment
Chapman, Michael	EX: Student Support Associate	1/5/22	Personal
Folken, Ashlee	NS: IC General Help	1/14/22	Other Employment
Michalec, Riley	EH: Student Support Associate	1/11/22	Personal
Reynolds, Kinsey	EH: Student Support Associate	1/13/22	Personal
Van Maanen, Morgan	HS: Student Supervisor	1/21/22	Relocation

702: Approval of January 10th Minutes – Exhibit 702.1

703: Approval of Bills – Exhibit 703.1

704: Approval of Contracts – Exhibits 704.1-4

1. Agreement with Kirkwood Community College for onsite and alternative concurrent enrollment
2. Agreement with Kirkwood Linn County Regional Center for concurrent enrollment
3. Student teaching agreement with the University of Dubuque
4. Independent contractor agreement with John Hall for work with LM Orchestra

705: Fundraising Requests – Exhibits 705.1-3

1. Swim/Dive team to host Iowa Masters state swim meet in March
2. Westfield Art/Music/PE Cotton Gallery t-shirt sales
3. Westfield Art/Music/PE Square 1 Art sales

800: Board Communications, Calendar, and Committees

801: Board Communications

Morey reminded the board members to submit their RSVPs for the upcoming board visits.

802: Board Calendar

Date	Time	Event	Location
Jan 27	11:30 AM	Board Visit	Wilkins Elementary
Date	Time	Event	Location
Feb 2	4:15 PM	Career & Technical Education Advisory (CTE)	LRC Room 304/305
Feb 3	5:30 PM	Marion City Council (<i>Wall</i>)	City Hall/Virtual
Feb 7	5:00 PM	Board Regular Meeting & Work Session	LRC Boardroom/YouTube
Feb 15	11:30 AM	Board Visit	Echo Hill Elementary
Feb 17	5:30 PM	Marion City Council (<i>Rollinger</i>)	City Hall/Virtual
Feb 21	5:00 PM	Board Meeting	LRC Boardroom/YouTube
Date	Time	Event	Location
Mar 3	7:30 AM	Finance/Audit Committee	LRC Conference Room 203
Mar 3	11:00 AM	Board Visit	Linn-Mar High School
Mar 3	5:30 PM	Marion City Council	City Hall/Virtual
Mar 7	5:00 PM	Board Meeting	LRC Boardroom/YouTube
Mar 17	5:30 PM	Marion City Council	City Hall/Virtual
Mar 23	11:30 AM	Policy Committee	LRC Room 5
Mar 31	11:30 AM	Board Visit	Indian Creek Elementary

803: Committees and Advisories

Committee	2021-22 Representatives
Finance/Audit Committee	Buchholz, Morey, and Weaver
Policy/Governance Committee	Morey, Nelson, and Wall
Career & Technical Education Advisory (CTE)	Nelson, Rollinger, and Walker
School Improvement Advisory Committee (SIAC)	Rollinger, Walker, and Wall

900: Adjournment **MOTION 142-01-24**

MOTION by Walker to adjourn the regular meeting at 7:06 PM. Second by Buchholz. Voice vote, all ayes. Motion carried.

Brittania Morey, Board President

JT Anderson, Board Secretary/Treasurer

**School Board Special Session Minutes
January 24, 2022**

100: Call to Order and Determination of a Quorum

The Linn-Mar School Board special session was called to order at 7:25 PM in the boardroom of the Learning Resource Center (2999 N 10th St, Marion). Roll was taken to determine a quorum. Present: Buchholz, Morey, Nelson, Rolling, Walker, and Weaver. Absent: Wall. Administration present: Bisgard.

200: Adoption of the Agenda *MOTION 143-01-24*

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

300: Closed Session

301: Motion to Move into Closed Session *MOTION 144-01-24*

MOTION by Walker for the board to move into closed session at 7:25 PM as provided in section 21.5(1)(i) of Iowa Code to evaluate the professional competency of an individual whose appointment, hiring, performance, or discharge is being considered. Second by Buchholz. Roll call vote, all ayes. Motion carried.

302: Motion to Return to Open Session *MOTION 145-01-24*

MOTION by Nelson to return to open session at 8:56 PM. Second by Weaver. Roll call vote, all ayes. Motion carried.

400 Adjournment *MOTION 146-01-24*

MOTION by Walker to adjourn the meeting at 8:56 PM. Second by Rollinger. Voice vote, all ayes. Motion carried.

Brittania Morey, Board President

JT Anderson, Board Secretary/Treasurer