

**SCHOOL BOARD MINUTES  
AUGUST 28, 2023**

**100: CALL TO ORDER & DETERMINATION OF A QUORUM**

The Linn-Mar Board of Directors 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, Morey, Nelson, Rollinger, Walker, Wall, and Weaver. Administration present: Kortemeyer, Nicholson, Frick, Read, Wear, and Ramos. Absent: Christian.

**200: ADOPTION OF AGENDA *Motion 021-08-28***

**MOTION** by Buchholz to adopt the agenda with the removal of Item 503-Staffing Report. Second by Wall. Voice vote, all ayes. Motion carried.

**300: SPECIAL RECOGNITIONS**

Tonya Moe, Athletic Director, shared a special recognition of recent student athletic achievements including summer baseball and softball.

**400: PUBLIC HEARING**

A public hearing was held regarding the early equipment procurement for one (1) generator and two (2) electrical switchboards to support the new performance venue. No comments were received.

**500: INFORMATIONAL REPORTS/UPDATES/DISCUSSIONS**

**501: Linn-Mar Education Association Update**

Kelly Stiffler, LMEA President, introduced the LMEA Executive Board and presented a \$1,000 check to Stacy Fish, Nutrition Services Manager, to aid in erasing outstanding student meal account balances.

**502: Construction Update – Exhibit 502.1** *(Strategic Plan Priority 5)*

Vicki Hyland, Associate with OPN Architects, shared an update on the new performance venue including information on the updated design, pricing, and construction timeline.

~~**503: Staffing Report**~~ *(Board Goal 3.a / Strategic Plan Priority 4)*

~~Karla Christian, Chief Human Resources Officer, will report on staffing for the 2023-24 school year.~~

### **504: Meet & Greet and Staff Welcome Back Report**

The board shared they enjoyed speaking with community members and staff during the August 16<sup>th</sup> Meet & Greet and the August 17<sup>th</sup> Staff Welcome Back. Special thanks were shared with the student musicians and their instructors for the wonderful musical talent shared before and during the staff welcome back. Morey thanked Mayor AbouAssaly for sharing his story during the staff welcome back event and the community for attending the Meet & Greet. Rollinger apologized for not being able to attend both events due to family commitments.

### **505: Marion City Council Report** *(Strategic Plan Priority 1)*

Nelson reported that during the August 17<sup>th</sup> Marion City Council meeting the City approved zoning of a housing development west of 44<sup>th</sup> Street and north of 35<sup>th</sup> Avenue.

### **506: Superintendent's Update**

Superintendent Kortemeyer shared an update on current construction projects, some of the staff learning events and meetings that occurred to kick off the start of the school year, and a reminder of Homecoming.

## **600: UNFINISHED BUSINESS**

### **601: Second Reading of Policy Recommendations – Exhibit 601.1** *Motion 022-08-28*

**MOTION** by Wall to approve the second reading of the policy recommendations as presented. Second by Buchholz. Rollinger asked several clarifying questions and stated several concerns regarding policies 504.14 and 504.R.

**MOTION** by Rollinger to table the approval of policy 504.R. No second received. Motion failed.

Voice vote regarding original motion. Ayes: Buchholz, Morey, Nelson, Walker, Wall, and Weaver. Nay: Rollinger. Motion carried.

- 103.1 Anti-Bullying and Anti-Harassment
- 103.1-R Admin Regulations Regarding Anti-Bullying and Anti-Harassment
- 204.1 Meetings of the School Board
- 204.9 Public Participation in School Board Meetings
- 401.5 Licensed Personnel Professional Development
- 401.15 Child Abuse Reporting by Licensed Personnel
- 403.7-E1 FMLA Leave Request and Employee Obligation/Requirement Form
- 403.7-E8 Medical Documentation of Absence
- 403.16-R Admin Regulations Regarding Employee Records
- 403.22 Staff Development
- 501.6 Non-Resident Students
- 504 Student Health Services *(Reflects requested update from first reading)*
- 504-R (New) Admin Regulations Regarding Student Health Services
- 504.14 (New) Student Disclosure of Identity
- 504.14-E1 (New) Report of Student Disclosure of Identity

- 504.14-E2 (New) Request to Update Student Identity
- 504.31 Administration of Medication to Students
- 504.31-E1 Medication Permission Form
- 504.31-E2 Authorization-Asthma, Airway Constricting, or Respiratory Distress Medication Self Administration Consent Form
- 504.31-E3 (New) Parental Authorization and Release Form for the Independent Self Carry and Administration of Prescribed Medication or Independent Delivery of Health Services by the Student
- 504.31-E4 (New) Parental Authorization and Release Form for the Administration of Voluntary School Stock Over-The-Counter Medication to Students
- 504.32 Stock Prescription Medication Supply
- 601.2 School Calendar
- 602.27 Selection of Instructional Materials
- 602.27-R Admin Regulations Regarding Selection of Instructional Materials
- 602.28 Instructional and Library Materials Inspection and Display
- 602.28-E1 (New) Request to Prohibit a Student From Accessing Specific Instructional Materials
- 604.6 School Library
- 605.2 Testing Program
- 801.3 Transfer of Funds
- 805.2 Care, Maintenance, and Disposal of Records

## **700: NEW BUSINESS**

### **701: Imagine Learning Agreement – Exhibit 701.1 Motion 023-08-28**

Associate Superintendent Wear clarified that the proposed English language arts digital platform license for 7<sup>th</sup>/8<sup>th</sup> grades with Imagine Learning is a supplemental resource for organizing teacher materials and offers some student digital learning options for use in the classroom.

**MOTION** by Buchholz to approve the Imagine Learning digital platform license for 7<sup>th</sup>/8<sup>th</sup> grade English language arts. Second by Walker. Voice vote, all ayes. Motion carried.

### **702: Open Enrollment Requests Motion 024-08-28**

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

	<b>Student Name</b>	<b>Grade</b>	<b>Resident District</b>
<b>Approved IN</b>	Brown, Jahking	4 <sup>th</sup>	Cedar Rapids CSD
	Brown, Jaleel	9 <sup>th</sup>	Cedar Rapids CSD
	Brown, JaMere	10 <sup>th</sup>	Cedar Rapids CSD
	Brown, Jarreau	4 <sup>th</sup>	Cedar Rapids CSD
	Brown, JaVeon	7 <sup>th</sup>	Cedar Rapids CSD
	Feild, Aryanna	K	Cedar Rapids CSD
	Gerber, Keely	9 <sup>th</sup>	Marion Independent
	Henderson, Gwendolyn	K	Cedar Rapids CSD
	Hunt, Silas	8 <sup>th</sup>	College CSD
	Navarro, Johnny	K	Cedar Rapids CSD
	Rodriguez, Emmanuel	K	Marion Independent
	Truesdell, Jackson	7 <sup>th</sup>	Marion Independent

Denied IN	Student Name	Grade	Resident District	Reason
	Devary, Aspen	K	Marion Independent	Insufficient space
	Kirkpatrick, Johnathon	9 <sup>th</sup>	Cedar Rapids CSD	Insufficient space

### **800: CONSENT AGENDA Motion 025-08-28**

**MOTION** by Walker to approve the consent agenda with the removal of Item 802.1 (Approval of August 14<sup>th</sup> Board Minutes) for separate consideration. Second by Buchholz. Kortemeyer thanked David Nicholson for his service as CFO/COO and wished him well. Voice vote, all ayes. Motion carried.

**MOTION** by Wall to approve Item 802.1 (Approval of August 14<sup>th</sup> Board Minutes) with the correction of a nay vote recorded for Rollinger regarding the approval of Consent Agenda Item 605.21 (Franklin Covey Sales Agreement-Leader in Me). Second by Walker. Voice vote, all ayes. Motion carried. **Motion 026-08-28**

### **801: Personnel**

#### **Certified Staff: Assignments/Reassignments/Transfers**

Name	Assignment	Dept Action	Salary Placement
Gladwin, Michelle	From NE/LG to NE/EX Reading Teacher	8/17/23	Same
Smith, Hillary	HP: From .5 Para/.5 Teacher to 1.0 Computer Science Teacher	8/17/23	BA+12, Step 1

#### **Certified Staff: Resignation**

Name	Assignment	Dept Action	Reason
Kimsey, Kya	WF: Kindergarten Teacher	6/1/23	Relocation

#### **Classified Staff: Assignments/Reassignments/Transfers**

Name	Assignment	Dept Action	Salary Placement
Aggarwal, Neha	From IC to BP Student Support Assoc	8/17/23	Same
Altmaier, Shirryl	NS: HS from General Help to Cashier	8/18/23	SEIU A+.25, Step 2
Anderson, Jillian	LG: Student Support Associate	8/17/23	LMSEAA II, Step 1
Boddicker, Heidi	HP: From .67 to 1.0 Paraprofessional	8/23/23	Same
Brenes, Daysi	NS: HS Cashier from 7 to 7.5 hrs/day	8/18/23	Same
Brewer, Wyatt	OR: Student Support Associate	8/22/23	LMSEAA II, Step 1
Carpenter, Dan	TR: From Regular Sub to Bus Driver	8/1/23	Same
Chubb, Cheri	HS: Student Support Associate	8/17/23	LMSEAA II, Step 1
Cloyd, Emilee	EH: Student Support Associate	8/17/23	LMSEAA II, Step 1
Comrie, Madison	EH: Student Support Associate	8/17/23	LMSEAA II, Step 1
Crawford, Amy	LG: Student Support Associate	8/22/23	LMSEAA II, Step 1
Dancey, Carolyn	OR: Student Support Associate	9/5/23	LMSEAA II, Step 1
Dighton, Lisa	From EX to BP Student Support Assoc	8/17/23	Same
Fratzke, Patty	From EX to BP Part-Time Student Support Associate	8/17/23	Same
Galbraith, Jonathan	LRC: Chief Financial/Operating Officer	TBD	\$140,000/year
Gillis, Hailey	BP: Student Support Associate	9/5/23	LMSEAA II, Step 1
Klein, Kennedy	NS: From NE to BP Lead Cook	8/16/23	SEIU A+.25, Step 3
Laubach, Lori-Anne	From LG to EH Student Support Assoc	8/17/23	Same
Leonardson, Tracy	NS: NE General Help	8/16/23	PTNS, Step 1

Name	Assignment	Dept Action	Salary Placement
Lowen, Keith	TR: From Regular Sub to Bus Driver	8/1/23	Same
Metla, Teena	EH: Student Support Associate	8/17/23	LMSEAA II, Step 1
Mills, Victoria	EX: Attendance Secretary	8/21/23	LMSEAA IV, Step 1
Robbins, Donna	NS: IC Satellite Manager	8/16/23	PTNS +.75, Step 1
Russell, Amy	LG: Student Support Associate	8/17/23	LMSEAA II, Step 1
Taylor, Dawn	HS: Student Support Associate	8/23/23	LMSEAA II, Step 1
Titus, Emma	HS: Student Support Associate	8/28/23	LMSEAA II, Step 1
Tuttrup, Jason	OR: Student Support Associate	8/17/23	LMSEAA II, Step 1
Wells, Andria	TR: From Regular Sub to Bus Driver	8/1/23	Same
White, Danika	LG: Student Support Associate	8/22/23	LMSEAA II, Step 1
Zach, Susan	NS: NE General Help/Lead Baker	8/16/23	SEIU A+.25, Step 1

#### **Classified Staff: Resignation**

Name	Assignment	Dept Action	Reason
Baker, Kaitlyn	NE: Custodian	9/2/23	Personal
Beringer, Jesse	EX: Custodian	8/22/23	Relocation
Cromer, Brodie	OR: Student Support Associate	8/16/23	Other employment
Knapp, Maegen	OR: Student Support Associate	8/7/23	Other employment
McCallum, Kitty	NS: IC General Help	8/23/23	Termination
Nicholson, David	LRC: Chief Financial/Operating Officer	9/8/23	Other employment
Roe, Kristen	NS: HS General Help/Cashier	8/14/23	Personal
Sevcik, Denise	EX: Attendance Secretary	8/25/23	Personal

#### **Co/Extra-Curricular Staff: Assignments/Reassignments/Transfers**

Name	Assignment	Dept Action	Salary Placement
Barry, Debra	District: Cognitive Coaching Instructor	8/22/23	\$1,039.95
Becker, Kristin	OR: Assistant 7 <sup>th</sup> Gr Volleyball Coach	8/23/23	\$3,083
Becker, Kyle	HS: Boys Tennis Camp Instructor	8/8/23	\$2,000
Bowman, Amy	District: Cognitive Coaching Instructor	8/22/23	\$1,039.95
Finnerty, Michael	OR: Assistant Cross Country Coach	8/23/23	\$3,083
Lynch, Greg	HS: Auditorium/Little Theatre Manager	8/14/23	\$4,647
McAndrew, Brian	EX: Assistant 8 <sup>th</sup> Gr Football Coach	8/16/23	\$3,083
Shaffer, Ryan	OR: From Asst to Head 7 <sup>th</sup> Gr Volleyball Coach	8/23/23	\$3,468
Shiple Jr, Mike	HS: Head 9 <sup>th</sup> Gr Baseball Coach	8/21/23	\$4,624
Sturtz, McKayla	HS: Auditorium/Little Theatre Manager	8/14/23	\$2,288
Wundram, Chris	HS: Boys Tennis Camp Instructor	8/8/23	\$2,500
Young, Jacob	OR: Assistant 8 <sup>th</sup> Gr Football Coach	8/23/23	\$3,083

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

Name	Assignment	Dept Action	Reason
Katz, Phil	EX: Assistant 8 <sup>th</sup> Gr Football Coach	8/15/23	Personal
Kemokai, Abass	EX: Assistant 7 <sup>th</sup> Gr Football Coach	8/14/23	Personal

#### **802: Approval of August 14<sup>th</sup> Board Minutes – Exhibit 802.1**

#### **803: Approval of Bills/Warrants – Exhibit 803.1**

### **804: Approval of Contracts/Agreements – Exhibits 804.1-3**

1. Concurrent enrollment partnership with Kirkwood Linn County Regional Center shared programs instruction
2. Concurrent enrollment partnership with Linn County/Kirkwood onsite and alternative concurrent instruction
3. Independent contractor agreement with Jen Petsche for LM show choir choreography services

### **805: Fundraising Request – Exhibit 805.1**

LMHS volleyball, basketball, and soccer fundraisers to raise money for charities.

## **900: BOARD CALENDAR/COMMUNICATIONS/COMMITTEES**

### **901: Board Calendar & Communications**

Morey shared a reminder that the November board meeting would be on November 20<sup>th</sup> due to the timeline of the school board elections.

<b>Date</b>	<b>Time</b>	<b>Event</b>	<b>Location</b>
Aug 30	10:30 AM	Board/Staff Pictures (For 2023-24 IDs)	LRC Gym
<b>Date</b>	<b>Time</b>	<b>Event</b>	<b>Location</b>
Sept 7	7:30 AM	Finance/Audit Committee	LRC Room 203
Sept 7	5:30 PM	Marion City Council (Weaver)	City Hall
Sept 11	5:00 PM	Board Meeting	Boardroom
Sept 13	5:15 PM	LMHS Homecoming Parade	LMHS South Lot
Sept 14	All Day	LM School Foundation Dine Out for Schools Day	Various Vendors
Sept 14	11:30 AM	Board Visit	Hazel Point
Sept 18	5:00 PM	Diversity/Equity/Inclusion Committee (DEI)	Boardroom
Sept 20	1:00 PM	Policy Committee (500 Series Review)	Boardroom
Sept 21	5:30 PM	Marion City Council (Buchholz)	City Hall
Sept 25	5:00 PM	Board Meeting	Boardroom
Sept 28	11:45 AM	Board Visit	Boulder Peak
Sept 28	4:00 PM	School Improvement Advisory Committee (SIAC)	Boardroom

### **902: Board Committees/Advisories**

<b>Committee/Advisory</b>	<b>Board Representatives</b>
Finance/Audit Committee (F/AC)	Buchholz, Morey, Weaver
Policy Committee	Morey, Nelson, Wall
Career & Technical Education Advisory (CTE)	Nelson, Rollinger, Walker
School Improvement Advisory Committee (SIAC)	Rollinger, Walker, Wall

## **1000: AUDIENCE COMMUNICATIONS**

1. Matt Banowetz, parent, open enrollment

**1100: ADJOURNMENT Motion 027-08-28**

**MOTION** by Wall to adjourn the meeting at 6:43 PM. Second by Nelson. Voice vote, all ayes. Motion carried.

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Brittania Morey, Board President

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David Nicholson, Board Secretary/Treasurer

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**SCHOOL BOARD WORK SESSION MINUTES  
AUGUST 28, 2023**

**100: CALL TO ORDER & DETERMINATION OF A QUORUM**

The Linn-Mar Board of Directors work session was called to order at 6:56 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, Rolling, Walker, Wall, and Weaver. Administration present: Kortemeyer and Nicholson.

**200: ADOPTION OF AGENDA *Motion 028-08-28***

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

**300: WORK SESSION**

**301: Move into Closed Session *Motion 029-08-28***

**MOTION** by Wall to move into closed session at 6:57 PM as provided in Iowa Code Section 21.5(1)(i) of the Open Meetings Law "to evaluate the professional competency of an individual whose appointment, hiring, performance, or discharge is being considered, when necessary, to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session." Second by Weaver. Roll call vote, all ayes. Motion carried. *Nicholson left the meeting at 6:57 PM.*

**302: Return to Open Session *Motion 030-08-28***

**MOTION** by Walker to return to open session at 7:34 PM. Second by Nelson. Roll call vote, all ayes. Motion carried.

**400: ADJOURNMENT *Motion 031-08-28***

**MOTION** by Walker to adjourn the work session at 7:34 PM. Second by Buchholz. Voice vote, all ayes. Motion carried.

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Brittania Morey, Board President

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David Nicholson, Board Secretary/Treasurer