

SCHOOL BOARD MEETING MINUTES SEPTEMBER 25, 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 10th St, Marion). Roll was taken to determine a quorum. Present: Buchholz, Morey, Nelson, Rollinger, Walker, Wall, and Weaver. Administration present: Kortemeyer, Wear, Read, and Frick. Absent: Christian and Ramos.

200: ADOPTION OF AGENDA – Motion 039-09-25

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

300: REQUIRED BUSINESS – Motion 040-09-25

MOTION by Wall to appoint Jonathan Galbraith, Chief Financial/Operating Officer, as Board Secretary/Treasurer. Second by Weaver. Voice vote, all ayes. Motion carried. *The oath of office was administered by President Morey following approval of the motion.*

400: INFORMATIONAL REPORTS/UPDATES/DISCUSSIONS

401: Board Visit Report

Board members reported that they enjoyed their September 14th visit to Hazel Point Intermediate and having the chance to visit with the students and staff.

402: Diversity/Equity/Inclusion Committee Report

Wall reported that during their September 18th meeting, the DEI committee reviewed their strategic plan, recommendations from the previous year, and brainstormed ideas on how to move forward with their strategic plan goals.

403: Policy Committee Report – Refer to Exhibit 603.1

Morey, Nelson, and Wall reported that during the September 20th Policy Committee meeting the 500 series and several other policies needing minor updates were reviewed.

404: Marion City Council Report

Buchholz reported that during the September 21st Marion City Council meeting there was discussion on devising a city plan for construction/zoning along Tower Terrace.

405: Superintendent's Update – Exhibit 405.1

Superintendent Kortemeyer welcomed Jon Galbraith as CFO/COO, congratulated the high school staff on hosting a successful Homecoming with 1,300 students in attendance at the dance, and that the MEDCO annual bus tour stopped at the new administration building site for a quick overview. Kortemeyer also shared that she was honored to be

the guest speaker at the National Honor Society Inductee program wherein 87 LM High School students were inducted. Additional updates were shared on construction projects, professional learning for the staff, the Leadership Team’s focus on aligning building goals with the district’s strategic plan, and Amy’s attendance at the IASB/ISFLIC new superintendents’ conference and UEN superintendents’ meeting.

500: UNFINISHED BUSINESS

600: NEW BUSINESS

601: Approval of FY23 SBRC Special Education Allowable Growth Request
Exhibit 601.1 – Motion 041-09-25

MOTION by Walker to approve the 2022-23 fiscal year School Budget Review Committee allowable growth request for the Special Education deficit in the amount of \$5,010,492.40. Second by Nelson. Rollinger requested further clarification on budget cuts and the fulfillment of special education associates positions as part of the cuts. Clarifications were shared by Morey and Buchholz that no new positions were created because the empty special ed associate positions were filled by attrition due to the cutting of general education associate positions. Voice vote, all ayes.

602: Open Enrollment Requests – Motion 042-09-25

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

Approved IN	Student Name	Grade	Resident District
	Boston, Jeremy	9 th	Cedar Rapids CSD
	Seals, Montress	12 th	Marion Independent

603: First Reading of Policy Recommendations

Exhibit 603.1 – Motion 043-09-25

MOTION by Walker to approve the first reading of the policy recommendations as presented. Second by Wall. Rollinger requested additional clarifications on policies 504.11-R, 505.52, 505.52-R, 505.63, and 505.7, and asked the question on how parents can be engaged for input on policies. Voice vote. Ayes: Buchholz, Morey, Nelson, Walker, Wall, and Weaver. Nays: Rollinger. Motion carried.

The full 500 series was reviewed with recommended changes to the following policies:

- *501.1 – Compulsory Attendance
- *501.7 – Foreign Exchange Students
- *501.12 – Student Absences Truancy/Unexcused
- *501.15-R – Administrative Regulations Regarding Homeless Children and Youth
- *502.4-E – Search and Seizure Checklist
- *502.12 – Student Complaints and Grievances
- *502.14-R – Admin Regulations Regarding Use of Physical Restraint and/or Seclusion of Students
- *503.10 – Student Travel
- *504.2-E1 – Communicable Disease Chart
- *504.8 – (Delete) Student Insurance
- *504.9 – (Delete) Student Insurance for Interscholastic Athletics
- *504.11-R – Administrative Regulations Regarding Student Special Health Services
- *504.12 - Wellness
- *504.12-R (New) – Administrative Regulations Regarding Wellness
- *505.3-E – Standard Fee Waiver Application
- *505.52 – Child/Dependent Adult Abuse Reporting by Licensed Personnel
- *505.52-R – Admin Regs Regarding Child/Dependent Adult Abuse Reporting by Licensed Personnel

- *505.6 – Education Records Access
- *505.63 – Family and Educational Rights and Privacy Act Student Education Records Annual Notice
- *505.7 – Parent and Family Engagement

The following are due to IASB recommendations, title changes, and/or changes in point of contact:

- *103.1-R – Administrative Regulations Regarding Anti-Bullying and Anti-Harassment Investigation Procedures
- *103.1-E1 – Anti-Bullying and Anti-Harassment Complaint Form
- 103.1-E2 – Anti-Bullying and Anti-Harassment Witness Disclosure Form
- *104.1 – Equal Educational Opportunity
- *104.1-R – Administrative Regulations Regarding Equal Educational Opportunity Grievance Procedures
- *104.1-E1 – Annual Notice of Non-Discrimination
- *104.1-E2 – Continuous Notice of Non-Discrimination
- *104.1-E3 – Discrimination Complaint Form
- *104.1-E4 – Discrimination Witness Disclosure Form
- *104.2 – Section 504 Compliance
- *104.2-E – Notice of Section 504 Student/Parental Rights
- *104.3 – Prohibition of Discrimination and/or Harassment Based on Sex Per Title IX
- *105.1 – Procedures for Charging/Investigating Allegations of Injury/Abuse of Student by School Employees
- *105.1-E – Student Injury/Abuse by School Employee Reporting Form
- *400.1 – Educational and Employment Equity
- *401.7 – Licensed Personnel Resignation/Contract Release
- *403.33 – Affirmative Action
- *504.32-E (New) – Parental Authorization and Release Form for the Administration of a Voluntary School Supply of Stock Medication for Life-Threatening Incidents
- *602.18 – Instruction at a Post-Secondary Educational Institution
- *602.27-R – Administrative Regulations Regarding Selection of Instructional Materials
- *603.13-R – Administrative Regulations Regarding Digital Communication/Web Page Development
- *604.2 – Guidelines for Use of Professional Therapy Dogs
- *604.3 – Assistance Animals

700: CONSENT AGENDA – Motion 044-09-25

MOTION by Weaver to approve the consent agenda as presented. Second by Walker. Voice vote, all ayes. Motion carried.

701: Personnel

Classified Staff: Assignments/Reassignments/Transfers

Name	Assignment	Dept Action	Salary Placement
Auen, Sean	NE: Student Support Associate	9/25/23	LMSEAA II, Step 1
Becker, Heidi	WF: Student Support Associate	9/18/23	LMSEAA I, Step 1
Budde, Megan	From EH to IC Student Support Assoc	10/2/23	Same
Cimprich, Brittany	NS: NE General Help/Lead Cook from 7 to 8 hours/day	8/23/23	Same
Costello, Abby	From IC to BP Student Support Assoc	9/15/23	Same
Croshier, Kaylyn	AC: Academic Aquatic Instructor	9/27/23	\$15.00/hour
Dirks, Jennifer	LRC: Accounts Receivable Specialist	9/27/23	\$20.00/hour
Granger, Henry	AC: Aquatic Instructor	9/19/23	\$12.00/hour
Hubler, Hilary	HP: Student Support Associate	9/18/23	LMSEAA II, Step 1
Kimmel, Diana	HS: From Compass Ed Asst to Student Supervisor	9/14/23	\$15.52/hour
Nace, Mackenzie	NS: IC General Help	9/18/23	PTNS, Step 1
Reeves, June	AC: Academic Aquatic Instructor	9/25/23	\$15.00/hour
Safavi, Michele	NE: Student Support Associate	9/25/23	LMSEAA II, Step 1
Scherbaum, Nathaniel	O&M: NE Custodian	9/11/23	SEIU C, Step 1
Stark, Thomas	HS: Student Support Associate	9/11/23	LMSEAA II, Step 1

Classified Staff: Resignation

Name	Assignment	Dept Action	Reason
Bjork, Dawn	HS: Student Support Associate	9/11/23	Personal
Gee, AnnaMarie	NE: Student Support Associate	9/15/23	Personal
Gott, Amy	WF: General Ed Assistant	9/14/23	Personal
Lewis, Abbie	HS: Student Support Associate	8/23/23	Personal
Russell, Amy	LG: Student Support Associate	9/7/23	Personal
Wilson, Rylee	HS: Student Support Associate	9/12/23	Personal

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

Name	Assignment	Dept Action	Salary Placement
Hoagland, Ryan	HS: Percussion Instructor	8/23/23	\$1,000
Kilburg, Mary	HS: 9 th Gr Play Director	9/7/23	\$1,927
Kilburg, Mary	HS: 9 th Gr Speech Coach (.6 FTE)	10/2/23	\$3,005.60
Hofmeister, Lakeysha	HS: 9 th Gr Speech Coach (.4 FTE)	10/2/23	\$1,079
Ismail, Shabna	OR: Lego League Sponsor	9/11/23	\$500
Lynch, Greg	HS: Drama Director (Winter Play)	11/1/23	\$2,311.77
Lynch, Greg	HS: Show Choir Director (.5 FTE)	10/2/23	\$1,321
Terrell, Vanessa	HS: Color Guard Instructor	8/21/23	\$2,000

Co/Extra-Curricular Staff: Resignation

Name	Assignment	Dept Action	Reason
Poellet, Luke	HS: Auditorium/Little Theater Manager	9/6/23	Personal
Poellet, Luke	HS: Assistant Show Choir Director	9/6/23	Personal
Schminke, Audra	OR: Assistant Track Coach	9/15/23	Personal

702: Approval of September 11th Board Minutes – Exhibit 702.1**703: Approval of Bills/Warrants – Exhibit 703.1****704: Approval of Contracts/Agreements – Exhibits 704.1-9**

1. Teach Upbeat: Staff engagement survey
2. Grant Wood AEA: IA Health Careers Registered Apprenticeship Program
3. For Sure Roofing Change Order #2: Credit to district for repair of contractor-damaged concrete during completion of OR roof replacement project
4. Iowa State University: Student teaching cooperative agreement
5. Amy Farley: Independent contractor agreement
6. Gerald Kreitzer: Independent contractor agreement
7. Luke Lovegood: Independent contractor agreement
8. Alexis Robson: Independent contractor agreement
9. Michele Safavi: Independent contractor agreement
10. Inter-agency agreements for Special Education instructional services and/or transitional services with College CSD (1), Kirkwood Community College (9), and Balance Autism (1). *For student confidentiality, exhibits are not provided.*

705: Fundraising Requests – Exhibits 705.1-4

1. LMHS Muslim Student Association Food Sales
2. LMHS Girls Basketball Poster Donations
3. LMHS Girls Basketball Apparel Sales
4. LMHS Girls Basketball Youth Camps

800: BOARD CALENDAR/COMMUNICATIONS/COMMITTEES

801: Board Calendar & Communications

Morey reviewed the board calendar and congratulated the LMHS Marching Band for their wins during the LM Marching Band Festival and the Marion Marching Invitational. Weaver congratulated Mayor AbouAssaly for being named Iowa Mayor of the Year by the Iowa Mayors Association.

Date	Time	Event	Location
Sept 28	11:45 AM	Board Visit	Boulder Peak
Sept 28	4:00 PM	School Improvement Advisory Committee (SIAC)	Boardroom
Date	Time	Event	Location
Oct 5	7:30 AM	Finance/Audit Committee (F/AC)	LRC Room 203
Oct 5	5:30 PM	Marion City Council (<i>Wall</i>)	City Hall
Oct 9	5:00 PM	Board Meeting	Boardroom
Oct 12	8:30 AM	Board Visit	Oak Ridge
Oct 16	5:00 PM	Diversity/Equity/Inclusion Committee (DEI)	Boardroom
Oct 18	6:00 PM	Lion Learning with Superintendent Kortemeyer	Boardroom
Oct 19	5:30 PM	Marion City Council (<i>Rollinger</i>)	City Hall
Oct 23	5:00 PM	Board Meeting	Boardroom

802: Board Committees/Advisories

Committee/Advisory	Board Representatives
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

900: AUDIENCE COMMUNICATIONS

1. Katie Lowe Lancaster, resident, thanksgiving
2. Mary Jo Carlson, resident, pro board work
3. Tiffany DeBow, parent, appreciation
4. Scott Foens, parent, adult educational seminar
5. Justin Foss, parent, district investments

1000: ADJOURNMENT – *Motion 045-09-25*

MOTION by Buchholz to adjourn the meeting at 6:05 PM. Second by Walker. Voice vote, all ayes. Motion carried.

Brittania Morey, Board President

Jonathan Galbraith, Board Secretary/Treasurer