

**SCHOOL BOARD MINUTES
October 9, 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, Galbraith, Ramos, Frick, and Read. Absent: Christian and Wear.

200: ADOPTION OF AGENDA – *Motion 046-10-09*

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

300: SPECIAL RECOGNITION– Exhibit 300.1

President Morey read a proclamation in recognition of National Principals Month and recognized National Custodians Day and World Teacher Day.

400: INFORMATIONAL REPORTS/UPDATES/DISCUSSIONS

401: Board Visit Report *(Board Goal 1.c)*

Board members reported that they enjoyed the enthusiasm of the students and staff during their September 28th visit to Boulder Peak. The board also reported the information shared by the staff was valuable and great to see growth each year.

402: School Improvement Advisory Committee Report *(Strategic Plan 1.3; Board Goal 1.c)*

Rollinger, Walker, and Wall reported that during the September 28th SIAC meeting the committee reviewed the FAST data.

403: Finance/Audit Committee Report *(Strategic Plan 5.4; Board Goal 3.c)*

Buchholz, Morey, and Weaver reported that during the October 5th F/AC meeting the committee reviewed the district's various funding accounts, construction projects, and bills.

404: Marion City Council Report *(Strategic Plan 1.2)*

Wall reported that during the October 5th Marion City Council meeting a traffic advisory report regarding the addition of a rapid flashing beacon at the intersection of McGowan and 35th Street was filed. A motion was also approved to move the 30 MPH sign on 35th Street for southbound traffic (from Parkcrest Court to McGowan Blvd); as well as to deploy an automatic traffic enforcement vehicle on 35th Street to monitor the intersection. The Council also approved the rezoning of property from AG to planned unit development located south of Fernow Road and east of Bluegrass Street (Rookwood Estates) and the rezoning of property from AG to urban service area/suburban residential estate along East Robins Road between Meadowknolls Road and Mulberry Drive.

405: Superintendent's Update – Exhibit 405.1

Superintendent Kortemeyer congratulated Corey Brinkmeyer for receiving the Jacobson Institute K-12 Innovator Award, highlighted the Senior Sunrise and Orchestra All-State Clinic stories found on the district's website, congratulated the LM Marching Lions for their recent successes, shared information on the many meetings she attended over the last few weeks including meeting with several school board candidates, shared an update on the construction projects, and reminded the board of upcoming events.

500: UNFINISHED BUSINESS

501: Second Reading of Policy Recommendations – Exhibit 501.1

Motion 047-10-09

MOTION by Wall to approve the second reading of the policy recommendations as presented in exhibit 501.1. Second by Buchholz. Rollinger thanked the superintendent for taking the time to answer his clarifying questions and shared a few comments on policies 504.11-R, 505.63, and 505.7. 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 – Admin Regulations Regarding Student Special Health Services *(With additional edits)*
- *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

600: NEW BUSINESS

601: FY23 SBRC Allowable Growth Request for LEP Deficit – Exhibit 601.1
Motion 048-10-09

MOTION by Buchholz to authorize district administration to submit a request to the School Budget Review Committee for a modified supplemental amount of \$517,053.55, relating to the fiscal year 2023 Limited English Proficiency deficit. Second by Walker. Galbraith stated the deficit increased by \$75,000 due to the addition of needed staff and the purchase of necessary curriculum materials. Voice vote, all ayes. Motion carried.

700: CONSENT AGENDA – Motion 049-10-09

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

701: Personnel

Certified Staff: Resignation

Name	Assignment	Dept Action	Reason
Youngkent, Rebecca	HS: Science Teacher	9/22/23	Personal

Classified Staff: Assignments/Reassignments/Transfers

Name	Assignment	Dept Action	Salary Placement
Barr, Kelsey	TPRA Student Support Associate	9/26/23	\$12.00/hour
Carolin, Chisa	BW: From General Ed Assistant to Building Secretary	9/25/23	LMSEAA IV+.50, Step 12
Claney, Bailey	TPRA Student Support Associate	9/26/23	\$12.00/hour
Kelley, Robert	AC: Academic Aquatic Instructor	9/25/23	Step 10
Murphy, Brian	TR: From Regular Sub to Bus Driver	9/26/23	Same
O'Geary-Smith, Linda	HS: Student Support Associate	10/4/23	LMSEAA II, Step 1
Olson, Thomas	AC: Academic Aquatic Instructor	10/2/23	Step 1
Phelps, Melissa	NS: BP from 5.75 to 5.5 hours/day	9/27/23	Same
Rose, Sydney	TPRA Student Support Associate	9/26/23	\$12.00/hour
Tharp, Madison	NE: Student Support Associate	9/25/23	LMSEAA II, Step 1

Classified Staff: Resignation

Name	Assignment	Dept Action	Reason
Anderson, Holly	HS: Student Support Associate	9/25/23	Personal
Cloyd, Emilee	EH: Student Support Associate	9/29/23	Personal
Guido, Dena	TR: Sub Bus Driver	9/21/23	Personal
Hugo, Mariah	EH: Early Childhood Paraprofessional	9/27/23	Personal
Langguth, Sydney	HS: Student Support Associate	10/13/23	Personal
Safavi, Michele	NE: Student Support Associate	9/26/23	Personal
Stephen, Lauren	EX: Custodian	9/25/23	Personal
Walker, Dondrea	TR: Sub Bus Driver	9/26/23	Personal
Wright, Keith	TR: Sub Bus Driver	9/26/23	Personal

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

Name	Assignment	Dept Action	Salary Placement
Berns, Gerald	HS: From .5 to 1.0 Robotics Sponsor	9/28/23	\$4,624
D'Camp, Sarah	HS: VOICE Sponsor	9/28/23	\$1,927
Safavi, Michele	NE: Choir Accompanist	9/28/23	\$400

Co/Extra-Curricular Staff: Resignation

Name	Assignment	Dept Action	Reason
Griggs, Trevor	HS: Robotics Sponsor	8/23/23	Personal
Patterson, Danielle	HS: VOICE Sponsor	8/23/23	Personal
Youngkent, Rebecca	HS: Cheerleading Coach	9/22/23	Personal
Youngkent, Rebecca	HS: Prom Sponsor	9/22/23	Personal

702: Approval of September 25th Board Minutes – Exhibit 702.1**703: Approval of Bills/Warrants – Exhibit 703.1****704: Approval of Contracts/Agreements – Exhibits 704.1-6**

1. Peak Construction: Change order for work on new administration building
2. NWEA: Student license for MAP Growth K-12
3. Edmentum: EdOptions Academy license
4. Edmentum: Apex Learning license
5. Navigate360: PBIS Rewards subscription services for Oak Ridge Middle School
6. Four Oaks Family and Children Services: bus supervision services
7. Inter-agency agreements for Special Education instructional services and/or transitional services with College CSD (1). *For student confidentiality, exhibits are not provided.*

705: Fundraising Request – Exhibit 705.1

Bowman Woods Artsonia artwork sales

706: Overnight Trip Request – Exhibit 706.1

FBLA to attend State Leadership Conference in Des Moines on Oct 29-30.

707: Financial Reports – Exhibits 707.1-2

1. School Finance and Cash Balance Reports as of 6/30/22
2. School Finance and Cash Balance Reports as of 6/30/23

800: BOARD CALENDAR/COMMUNICATIONS/COMMITTEES**801: Board Calendar & Communications**

Buchholz talked about parameters of board visits to the buildings and asked that all board members try to attend every visit if possible. Weaver congratulated one of the LMHS freshman students for raising donations to support Maui.

Buchholz shared that the Venture Academics Advisory meeting was postponed until November 30th at 4:05 PM in the boardroom. Morey shared that an additional Policy Committee meeting would be held on October 18th at 1:45 AM in room 6 of the LRC.

Date	Time	Event	Location
Oct 12	8:30 AM	Board Visit	Oak Ridge
Oct 12	4:00 PM	Marion Chamber of Commerce Annual Meeting	Epic Event Center
Oct 16	5:00 PM	Diversity/Equity/Inclusion Committee (DEI)	Boardroom

Date	Time	Event	Location
<i>Oct 17</i>	<i>5:30 PM</i>	<i>League of Women Voters Candidate Forum</i>	<i>Marion Public Library</i>
Oct 18	6:00 PM	Lion Learning (<i>Morey, Weaver, Buchholz</i>)	Boardroom
Oct 19	5:30 PM	Marion City Council (<i>Rollinger</i>)	City Hall
Oct 23	5:00 PM	Board Meeting	Boardroom
<i>Oct 25</i>	<i>5:00 PM</i>	<i>MEDCO Board/City Candidate Forum</i>	<i>Lowe Park</i>
Date	Time	Event	Location
Nov 9	7:30 AM	Finance/Audit Committee	LRC Room 203
Nov 9	5:30 PM	Marion City Council (<i>Walker</i>)	City Hall
Nov 13	5:00 PM	Diversity/Equity/Inclusion Committee	Boardroom
<i>Nov 15-16</i>	--	<i>IASB Annual Conference</i>	<i>Des Moines</i>
<i>Nov 15</i>	<i>6:00 PM</i>	<i>UEN Annual Dinner</i>	<i>Des Moines</i>
Nov 20	5:00 PM	Board Meeting	Boardroom
<i>Nov 22-24</i>	--	<i>No School – Thanksgiving Break</i>	--
Nov 30	8:45 AM	Board Visit	LM High School

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. James Thatcher, resident, board actions
2. Ralph Kendrick, parent, budget
3. Chelsea Newton, parent, policy violations
4. Kristi Kasper, parent, sex offender policies
5. Scott Foens, parent, historical accuracy
6. Barb Johnson, parent, members
7. Geralyn Jones, resident, district issues
8. Jason Rogers, resident, upcoming board elections

1000: ADJOURNMENT – Motion 050-10-09

MOTION by Walker to adjourn the meeting at 6:00 PM. Second by Wall. Voice vote, all ayes. Motion carried.

Brittania Morey, Board President

Jonathan Galbraith, Board Secretary/Treasurer



INSPIRE LEARNING.
UNLOCK POTENTIAL.
EMPOWER ACHIEVEMENT.

SCHOOL BOARD WORK SESSION MINUTES October 9, 2023 @ LRC Gym

100: CALL TO ORDER & DETERMINATION OF A QUORUM

The Linn-Mar Board of Directors work session was called to order at 6:09 PM in the gym 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, Galbraith, Ramos, Frick, and Read. Absent: Christian and Wear.

200: ADOPTION OF AGENDA – *Motion 051-10-09*

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

300: WORK SESSION

301: Building Goals

Superintendent Kortemeyer and President Morey facilitated a round-robin information session with the building principals regarding alignment of their building goals with the goals of the district's new Strategic Plan.

{Board Goal Standard #2 Student Learning 2b. Engage in learning and district leadership discussions surrounding academic targets for student learning goals and strategies. (Competencies 21.-3-4)}

400: ADJOURNMENT – *Motion 052-10-09*

MOTION by Buchholz to adjourn the work session at 7:10 PM. Second by Walker. Voice vote, all ayes. Motion carried.

Brittania Morey, Board President

Jonathan Galbraith, Board Secretary/Treasurer