

**SCHOOL BOARD MEETING
DECEMBER 11, 2023**
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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, Foss, Lowe Lancaster, Morey, Rollinger, Walker, and Wall. Administration present: Kortemeyer, Galbraith, Wear, Read, Ramos, Christian, and Frick.

200: ADOPTION OF AGENDA – *Motion 085-12-11*

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

300: PUBLIC HEARING *Refer to Exhibits 601.1-2 (Strategic Plan Priority 1.0, Board Goal 1.c)*

A public hearing was held regarding the 2024-25 and 2025-26 school calendars. James Thatcher, resident, community needs more time to review the exhibits.

400: AUDIENCE COMMUNICATIONS

(Strategic Plan Priority 1.0)

1. James Thatcher, resident, public hearing procedures
2. Aleena Monsoor, student, thank you

500: INFORMATIONAL REPORTS/UPDATES/DISCUSSIONS

501: LMHS Program of Studies – Exhibits 501.1 and 707.1

Mark Hutcheson, Director of High School Teaching & Learning, reported on the high school Program of Studies for 2024.

(Strategic Plan Priority 2.0; Board Goal 2.b)

502: IASB Annual Convention and UEN Annual Dinner

(Board Goal 1.b)

Board members reported on the Iowa Association of School Boards' annual convention and the Urban Education Network's annual dinner. Great keynote speakers and a lot of knowledge shared from other school districts.

503: Board Visit Report

(Board Goal 2.b)

Board members reported that during their November 30th visit to the high school they enjoyed the enthusiasm of the students and staff as they were engaged in learning.

504: Venture Academics Advisory Report

(Strategic Plan Priorities 1.0 & 2.0; Board Goal 2.c)

Morey and Walker reported that during the November 30th Venture Academics Advisory meeting two strands of students shared updates on their current projects, including design creations for the Linn-Mar School Foundation MANE Event. The students

participating in the civics strand reported on their exploration of various avenues for changing the class experience, including mock trials and developing a non-profit focused strand.

505: Career & Technical Education Advisory Report

Foss and Lowe Lancaster reported that during the December 6th CTE Advisory meeting they learned about the hydroponics system that includes robotics gardening and reviewed national survey results wherein students requested more information on earning advanced credits and additional information on financial components of employment, such as benefits.

(Strategic Plan Priorities 1.0 & 2.0; Board Goal 2.c)

506: Finance/Audit Committee Report

(Strategic Plan Priority 5.0; Board Goal 3.c)

Buchholz, Foss, and Morey reported that during the December 7th F/AC meeting the group discussed early separation, PPEL, and reviewed the draft audit report. Wall shared concerns on board members attending open meetings as community members and the issue of a quorum being present. Rollinger requested a point of order.

507: Marion City Council Report

(Strategic Plan Priority 1.0)

Walker reported that during the November 9th Marion City Council meeting there was discussion regarding the installation of a crosswalk on Geode Street near Novak Elementary, approval to install a rapid flashing beacon on 29th Avenue and Winchester Drive, and approval of the moratorium for new construction on Tower Terrace. Buchholz reported that during the December 7th meeting Steve Jensen congratulated the four recently elected school board members.

508: Superintendent's Update – Exhibit 508.1

Superintendent Kortemeyer recognized several student and staff honors, reported on current construction projects, and shared an overview of the various district and community meetings she attended.

600: UNFINISHED BUSINESS

601: Approval of 2024-25 and 2025-26 School Calendars – *Motion 086-12-11*

MOTION by Wall to approve the 2024-25 and 2025-26 school calendars as presented. Second by Morey. Morey shared the reminder that students have requested for that first semester end prior to winter break. Voice vote, all ayes. Motion carried. **Exhibits 601.1-2**

602: Early Separation Discussion – *Motion 087-12-11*

Buchholz reported that 24 staff members submitted their intent to request early separation. Kortemeyer clarified that, based on the budget and the monetary advantages to offering early separation, the recommendation is to offer 21 packages. Galbraith reported that 21 packages would offer the district approximately \$750,000 in savings.

(Strategic Plan Priority 5.0; Board Goal 2.d)

MOTION by Wall to offer 21 early separation packages as discussed. Second by Morey. Voice vote, all ayes. Motion carried.

603: Review/Approval of Board Operations Manual – Motion 088-12-11

Buchholz highlighted some procedures included in the Board Operations Manual. Foss requested clarification on how the board defines media. Morey clarified it as accredited media. Rollinger shared that he does not believe the board follows the manual or the policies, which are intentionally vague. No changes recommended.

Exhibit 603.1 *(Board Goal 1.c)*

MOTION by Morey to approve the Board Operations Manual as discussed. Second by Foss. Voice vote. Ayes: Buchholz, Foss, Lowe Lancaster, Morey, Walker, and Wall. Present: Rollinger. Motion carried.

700: NEW BUSINESS

701: SBRC Application-Open Enrollment – Exhibit 701.1 – Motion 089-12-11

(Strategic Plan Priority 5.0; Board Goal 2.d)

MOTION by Morey to approve the School Budget Review Committee application for a modified supplemental amount of \$1,424,387.64, for open enrolled out students not on the prior year headcount. Second by Wall. Voice vote, all ayes. Motion carried.

702: SBRC Application-LEP – Refer to Exhibit 701.1 – Motion 090-12-11

MOTION by Morey to approve the School Budget Review Committee application for a modified supplemental amount of \$33,212.25, for Limited English Proficient instruction for English Language Learner students served beyond five years. Second by Walker. Voice vote, all ayes. Motion carried.

(Strategic Plan Priority 5.0; Board Goal 2.d)

703: Fundraising Requests – Exhibit 703.1 – Motion 091-12-11

MOTION by Walker to approve the fundraising requests as presented. Second by Morey. Voice vote, all ayes. Foss recognized the Lion Open. Motion carried.

704: Set Public Hearing – Motion 092-12-11

(Strategic Plan Priority 1.0, Board Goal 1.c)

MOTION by Morey to set a public hearing for 5:00 PM on Monday, January 8, 2024, in the boardroom of the Learning Resource Center regarding the plans and specifications of the Linn-Mar High School and Indian Creek Elementary roof replacement project and the new Linn-Mar performance arts center. Second by Wall. Voice vote, all ayes. Motion carried.

705: Letting of Bus Bids – Motion 093-12-11

(Strategic Plan Priority 5.0)

MOTION by Wall to approve the letting of bus bids for the purchase of four replacement buses for a total cost not to exceed \$650,000.00. Second by Lowe Lancaster. Galbraith reiterated that this expense is for replacement buses (three standard and one lift, all diesel), that two buses ordered last year still have not been delivered, and that this expense is funded by PPEL. Voice vote, all ayes. Motion carried.

706: Early Graduation Requests – Exhibit 706.1 – Motion 094-12-11

MOTION by Morey to approve the early graduation requests as presented. Second by Wall. Congratulations were offered. Voice vote, all ayes. Motion carried. *(Strategic Plan Priority 2.0)*

Albaugh, Izabel	Hand, Christina	ShIPLEY, Elly
Barrios, Francisco	Huber, Jackson	Snell, Dylan
Courtney, Macy	Moove, Josephine	Swanson, Audrey
Delaney, Mason	Peck, Megan	Trask, Khristian
Ferguson, Tayden	Roskop, Keaton	

707: LMHS Program of Studies – Exhibits 501.1 and 707.1 – Motion 095-12-11

MOTION by Wall to approve the Linn-Mar High School 2024-25 Program of Studies as presented. Second by Walker. Voice vote, all ayes. Motion carried.

(Strategic Plan Priority 2.0; Board Goal 2.b)

708: Open Enrollment Requests – Motion 096-12-11

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

Approved IN	Student Name	Grade	Resident District
	Belekevich, Dylan	11	Benton CSD
	Boelman, Roland	1	Benton CSD
	Boelman, Ruby	2	Benton CSD
	Graham, Matthew	3	Marion Independent
	Graham, Summer	1	Marion Independent
	Mojica, Christian	K	Cedar Rapids CSD

Denied IN	Student Name	Grade	Resident District	Reason
	Geuther, Lydia	9	West Delaware	Insufficient Space

800: CONSENT AGENDA – Motion 097-12-11

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

801: Personnel

Classified Staff: Assignments/Reassignments/Transfers

Name	Assignment	Dept Action	Salary Placement
Dilley, Jacob	HS: Student Support Associate	12/4/23	LMSEAA II, Step 1
Ellis, Megan	NS: HP Lead Baker	11/20/23	SEIU A+.25, Step 1
Faidley, Corbin	AC: Aquatic Instructor	11/27/23	\$13.00/hour
Finchum, Grady	HS: Student Supervisor	12/11/23	\$15.52/hour
Frommelt, Abigail	O&M: District Sub Custodian	11/20/23	SEIU C, Step 1
Garcia, Joanna	LG: Student Support Associate	12/18/23	LMSEAA II, Step 1
Hofmeister, Tristan	HS: Student Support Associate	11/20/23	LMSEAA II, Step 1
Holub, Kevin	BP: Student Support Associate	12/7/23	LMSEAA II, Step 1
Liberty, Rachel	NS: BP General Help	11/28/23	PTNS, Step 1
Schuur, Dayna	EH: Student Support Associate from 6 to 7 hours/day	11/27/23	Same
Simpson, Bre	NS: HS General Help	12/4/23	PTNS, Step 1
Werning, Molly	BW: From SSA to Media Assistant	10/12/23	LMSEAA I, Step 2

Classified Staff: Resignation

Name	Assignment	Dept Action	Reason
Gee, AnnaMarie	NE: Student Support Associate	12/1/23	Personal
Gillis, Hailey	BP: Student Support Associate	12/7/23	Personal
Hutchcroft, Karen	EH: Student Support Associate	12/20/23	Personal
Ingalls, Katie	HS: Student Support Associate	11/30/23	Personal
Knox, Steven	OR: Student Support Associate	11/21/23	Termination
Krogh, Karen	TR: Bus Rider	11/29/23	Deceased
Leonardson, Tracy	NE: General Help	12/8/23	Relocation
Seisler, Kylie	HS: General Help	11/17/23	Personal
Stone, Taylor	WF: Student Support Associate	12/1/23	Termination

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

Name	Assignment	Dept Action	Salary Placement
Butters, Damien	HS: Assistant Varsity/JV2 Soccer Coach	12/5/23	\$3,468
Jeffery, Morgan	EX: Math Counts Club	11/1/23	\$500
Jones, Shannon	HS: From Head 9/10 Softball Coach to Asst Varsity Softball Coach	11/30/23	\$4,624
Oltmann, Candie	EX: Lego League Sponsor	10/16/23	\$1,400
Waddell, Micah	HS: Boys Cross Country Assistant Coach	12/4/23	\$1,200

Co/Extra-Curricular Staff: Resignation

Name	Assignment	Dept Action	Reason
Hugo, Charlie	HS: Head Varsity Girls Swimming Coach	11/29/23	Personal
Kilburg, Hannah	HS: Head 9 th Gr/Asst Varsity Volleyball Coach	11/20/23	Personal

802: Approval of November 20th Board Minutes – Exhibit 802.1**803: Approval of Bills/Warrants – Exhibit 803.1****804: Approval of Contracts/Agreements – Exhibits 804.1-12**

1. Iowa Workforce Development Teacher and Paraeducator Registered Apprenticeship Program Addendum #1
2. Iowa Workforce Development Teacher and Paraeducator Registered Apprenticeship Program Addendum #2
3. Kirkwood Community College data sharing agreement for driver's education
4. Wyn.net, LLC (d/b/a Captyn) subscription form for Aquatic Center
5. OPN Architects amendment to agreement #1 regarding new admin building
6. OPN Architects agreement regarding new performance arts center
7. Alliant Energy PowerHouse facility use agreement for LMHS commencement
8. IXL Learning renewal quote
9. Tokio Marine HCC Specialty weather insurance quote for Supernova competition
10. Adam Miller independent contractor agreement
11. Twisted Tine commercial licensing agreement
12. Peak Construction change order#4 regrading new administration building
13. Interagency agreements for special education instructional services with Cedar Rapids CSD (41), Central City CSD (7), Davenport CSD (4), Des Moines CSD (1), Dubuque CSD (3), College CSD (4), Lisbon CSD (1), Marion Independent (80), and West Delaware SD (2). *For student confidentiality, exhibits are 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 are:

- A 2008 Bluebird All American 72-passenger bus
 - Unit 0803 - VIN# BABHCKA78F246099 - Engine block is cracked
- Approximately 80 DVRs; variety of models
- Approximately 165 cameras; variety of models
- Approximately 85 hard drives; variety of models
- Miscellaneous wiring and installation kits
- Miscellaneous viewing/connection/diagnostic pieces

806: Informational Financial Reports – Exhibits 806.1-3

1. School Finance and Cash Balance Reports as of July 31, 2022 and 2023
2. School Finance and Cash Balance Reports as of August 31, 2022 and 2023
3. School Finance and Cash Balance Reports as of September 30, 2022 and 2023

900: BOARD CALENDAR/COMMUNICATIONS/COMMITTEES

Buchholz shared a reminder for the board to complete the conflict of interest form and sign the Board Operations Manual and reviewed the board calendar. Lowe Lancaster shared the LMHS School Counselors Advisory will meet on December 13th at 4:15 PM.

901: Board Calendar & Communications

Date	Time	Event	Location
Dec 14	7:45 AM	Board Visit	Westfield Elementary
Dec 18	5:00 PM	Diversity/Equity/Inclusion Committee	Boardroom
Dec 20	1:00 PM	Policy Committee	Boardroom
Dec 21	5:30 PM	Marion City Council (<i>Wall</i>)	City Hall
<i>Dec 25-31</i>	--	<i>No School – Winter Break</i>	<i>Districtwide</i>
Date	Time	Event	Location
<i>Jan 1-2</i>	--	<i>No School – Winter Break</i>	<i>Districtwide</i>
Jan 4	1:00 PM	Finance/Audit Committee	Boardroom
Jan 4	5:30 PM	Marion City Council (<i>Wall</i>)	City Hall
Jan 8	5:00 PM	Board Meeting	Boardroom
Jan 11	11:30 AM	Board Visit	Indian Creek Elementary
<i>Jan 12</i>	--	<i>No School – Professional Day/Workday</i>	<i>Districtwide</i>
<i>Jan 15</i>	--	<i>No School – Professional Day</i>	<i>Districtwide</i>
Jan 15	5:00 PM	Diversity/Equity/Inclusion Committee	Boardroom
Jan 17	6:00 PM	Lion Learning	Boardroom
Jan 18	5:30 PM	Marion City Council (<i>Morey</i>)	City Hall
Jan 22	5:00 PM	Board Meeting	Boardroom
Jan 25	Noon	Board Visit	Echo Hill Elementary

902: Required Board Committees/Advisories

Committee/Advisory	Board Representatives
Finance/Audit Committee (F/AC)	Buchholz, Foss, Morey
Policy Committee	Buchholz, Walker, Wall
Career & Technical Education Advisory (CTE)	Foss, Lowe Lancaster
School Improvement Advisory Committee (SIAC)	Lowe Lancaster, Morey, Wall

903: Additional District Committees/Advisories

Committee/Advisory	Board Representatives
Diversity/Equity/Inclusion Committee (DEI)	Lowe Lancaster
Venture Academics Advisory (VAA)	Morey, Walker
LMHS School Counselors Advisory	Lowe Lancaster
MEDCO Community Promise Advisory	Wall
Linn County Conference Board	Buchholz
Legislative Liaisons	Morey, Walker

1000: ADJOURNMENT – Motion 098-12-11

MOTION by Morey to adjourn the meeting at 6:56 PM. Second by Walker. Voice vote, all ayes. Motion carried.

Barry Buchholz, Board President

Jon Galbraith, Board Secretary/Treasurer