

## **BOARD OF DIRECTORS ANNUAL MEETING MINUTES NOVEMBER 11, 2024**

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

The annual meeting of the Linn-Mar Board of Directors was called to order at 5:00 PM at Marion City Hall (1225 6<sup>th</sup> Avenue, Marion). Roll was taken to determine a quorum. Present: Buchholz, Foss, Lowe Lancaster, Mansoor, Morey, Thomas, and Walker. Administration present: Kortemeyer, Galbraith, Wear, Nelson, Ramos, Christian, and Frick.

### **200: ADOPTION OF AGENDA - *Motion 55-11-11***

**MOTION** by Thomas to approve the agenda as presented. Second by Morey. Voice vote, all ayes. Motion carried.

### **300: AUDIENCE COMMUNICATIONS** *(SPG #1-Community Engagement)*

Elizabeth Estling, parent, Spoke on behalf of the Marion Alliance for Racial Equity (MARE) regarding Indigenous people and thanksgiving.

### **400: MISSION MOMENT** *(SPG #1-Community Engagement / BG #2.e-Student Learning)*

The Board of Directors highlighted the Hazel Point Intermediate Veteran's Day assembly and the Boulder Peak Intermediate Veteran's Day honor wall, and shared thanks to the volunteers who assisted with these events. Foss also shared that he witnessed a LM employee assisting with kids at Hy-Vee that reflected their dedication to students above and beyond the classroom.

### **500: INFORMATIONAL REPORTS/DISCUSSIONS**

#### **501: Marion Chamber of Commerce Annual Meeting Report**

The Board of Directors reported that they enjoyed the keynote speaker (Dr. Dau Jok, Executive Director of Diversity, Equity, and Inclusion for West Des Moines Community Schools) during the Marion Chamber of Commerce annual meeting held on October 30<sup>th</sup> as he offered great information on seeing and welcoming people for who they are.

*(SPG #1-Community Engagement / BG #3.d-District Culture)*

#### **502: LMHS School Counselors Advisory Report**

Directors Lowe Lancaster and Walker reported that during the October 30<sup>th</sup> LMHS School Counselors Advisory meeting they reviewed the various online resources offered to students, shared information regarding the student scheduling process, and that the

advisory want to ensure they offer a welcoming environment for the students to ask questions and share their voice. (SPG #e-Learner Experience / BG #2.b-c-Student Learning)

**503: Board Visit Report** (BG #2.b-c-Student Learning)

The Board of Directors reported that during their visit to Echo Hill Elementary on October 31<sup>st</sup> they enjoyed participating in recess and visiting with the students during their lunch break, impressed with the staff's process of developing the daily schedule, and excited by the willingness of the staff to jump in as needed.

**504: Finance/Audit Committee Report** (SPG #5-Resource Management / BG #3.c-District Culture)

Directors Buchholz, Foss, and Morey reported that during the November 7<sup>th</sup> F/AC meeting topics discussed covered construction project updates, vehicle purchases, a continuing evaluation of district security systems, the need to update the Ten-Year Facilities Plan, and a review of playground upgrades.

**505: Venture Academics Advisory Report** (SPG #2-Learning Excellence / BG #2.b-c-Student Learning)

Directors Morey and Walker reported that during the November 7<sup>th</sup> VAA meeting they enjoyed receiving a tour of the former LRC space which now houses students on all floors for the Venture and Compass/Atlas programs and learning about the various learning strands available to the 300+ Venture students. Morey also highlighted the Coopers Creek naming project that was a partnership with the City of Marion, and which has been officially approved and will now be geocoded on federal maps.

**506: Marion City Council Report** (SPG #1-Community Engagement / BG #3.d-District Culture)

Director Thomas reported that during the November 7<sup>th</sup> Marion City Council meeting no items were discussed that pertained to the district.

**507: Superintendent's Report – Exhibit 507.1** (SPG #1-Community Engagement)

Superintendent Kortemeyer shared several district honors and highlights, reviewed her recent meeting attendance, and shared updates on the ongoing construction projects.

**600: UNFINISHED BUSINESS**

**700: NEW BUSINESS** (SPG #5-Resource Management / BG #1.c-Visionary Team & #3.c-District Culture)

**701: Election of Board President & Administration of Oath**

Jonathan Galbraith, Board Secretary/Treasurer, assumed the chair to facilitate the election of the board president. The floor was opened for nominations. Director Morey nominated Katie Lowe Lancaster and Director Foss nominated Barry Buchholz. An informal tally was taken with Director Lowe Lancaster receiving 4 votes from Directors Mansoor, Morey, Thomas, and Lowe Lancaster, and Director Buchholz receiving 3 votes from Directors Foss, Walker, and Buchholz.

**MOTION** by Buchholz to elect Katie Lowe Lancaster to serve a one-year term as board president. Second by Walker. Roll call vote, all ayes. Motion carried. Galbraith administered the oath of office to President Lowe Lancaster. - **Motion 56-11-11**

**702: Election of Board Vice President & Administration of Oath**

President Lowe Lancaster assumed the chair to facilitate the election of the board vice president. The floor was opened for nominations. Director Thomas nominated Barry Buchholz. No other nominations were received.

**MOTION** by Walker to elect Barry Buchholz to serve a one-year term as board vice president. Second by Mansoor. Roll call vote, all ayes. Motion carried. President Lowe Lancaster administered the oath of office to Vice President Buchholz.

**Motion 57-11-11**

**703: Appointment of Board Legal Counsel for FY25 - Motion 58-11-11**

**MOTION** by Morey to appoint the law firm of Pickens, Barnes, and Abernathy for general counsel and Terry Abernathy as attorney; Simons, Perrine, Moyer, and Bergman for real estate and copyright matters; and Ahlers and Cooney for general counsel, special education, personnel, negotiations, construction, real estate, and bonding matters for the 2024-25 fiscal year. Second by Mansoor. Voice vote, all ayes. Motion carried.

**704: Designation of Depository Banks for FY25 - Motion 59-11-11**

**MOTION** by Walker to designate Farmer’s State Bank with an authorized limit of \$30,000,000; Hills Bank with an authorized limit of \$30,000,000; Central State Bank with an authorized limit of \$5,000,000; and Iowa School Joint Investment Trust (ISJIT) with an authorized limit of \$20,000,000; as depositories of the district for the 2024-25 fiscal year. Second by Buchholz. Voice vote, all ayes. Motion carried.

**705: Designation of General Circulation Newspaper - Motion 60-11-11**

**MOTION** by Thomas to approve *The Cedar Rapids Gazette* as the district’s designated newspaper of general circulation for the 2024-25 fiscal year. Second by Walker. Voice vote, all ayes. Motion carried.

**706: Approval of 2024-25 Board Meeting Dates - Motion 61-11-11**

**MOTION** by Buchholz to approve the 2024-25 board meeting dates as presented. Second by Walker. Voice vote, all ayes. Motion carried.

December 9, 2024	June 9, 2025
January 13 & 27, 2025	July 14, 2025
February 10 & 24, 2025	August 4 & 18, 2025
March 24, 2025	September 8 & 22, 2025
April 14 & 28, 2025	October 27, 2025
May 12, 2025	November 17, 2025

**707: Election of Reps for District/Board Committees and Advisories**

President Lowe Lancaster facilitated a discussion on the 2024-25 representatives for the district/board committees and advisories.

**Required Board Committees/Advisories**

<b>Committee/Advisory</b>	<b>Current Representative(s)</b>	<b>New Representative(s)</b>
Finance/Audit Committee (F/AC)	Buchholz, Foss, Morey	Buchholz, Foss, Morey
Policy Committee	Buchholz, Thomas, Walker	Lowe Lancaster, Thomas, Walker

Committee/Advisory	Current Representative(s)	New Representative(s)
Career & Technical Education Advisory (CTE)	Foss, Thomas	Mansoor, Morey, Thomas
School Improvement Advisory Committee (SIAC)	Lowe Lancaster, Morey, Thomas	Lowe Lancaster, Mansoor, Morey

#### Additional District Committees/Advisories

Committee/Advisory	Current Representative(s)	New Representative(s)
Diversity/Equity/Inclusion Committee (DEI)	Lowe Lancaster, Thomas	Lowe Lancaster, Thomas
Facilities Advisory Committee	--	Foss, Mansoor, Morey
Venture Academics Advisory (VAA)	Morey, Walker	Morey, Walker
LMHS School Counselors Advisory	Lowe Lancaster, Walker	Mansoor, Walker
MEDCO Community Promise Advisory	Buchholz	Buchholz
Linn County Conference Board	Buchholz	Buchholz
Legislative Liaisons	Morey, Walker	Foss, Thomas

**MOTION** by Buchholz to elect the representatives for the board committees and advisories for the 2024-25 fiscal year as discussed. Second by Walker. Voice vote, all ayes. Motion carried. - **Motion 62-11-11**

#### **708: Letting of Vehicle Bids - Motion 63-11-11**

**MOTION** by Buchholz to approve the letting of vehicle bids for the purchase of two SUVs for a total cost not to exceed \$125,000.00, with the expense to be funded by PPEL dollars. Second by Morey. Foss clarified that state law does not allow public schools to purchase new 12-passenger vans and that 10-passenger vans are not being manufactured, which has led to the need to purchase 8-passenger SUVs with rear cargo area. Voice vote, all ayes. Motion carried.

#### **709: Approval of Open Enrollment Requests - Motion 64-11-11**

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

Approved OUT	Student Name	Grade	Requested District	Reason
	Phipps, Annabella	K	Springville CSD	Good cause

Denied OUT	Student Name	Grade	Requested District	Reason
	Bruckner, Noah	8 <sup>th</sup>	Marion Independent	Late, no good cause

#### **800: CONSENT AGENDA** (SPG #4-People/Culture & #5-Resource Mngmt / BG #3.a, c, d-District Culture)

**MOTION** by Buchholz to approve the consent agenda as presented. Second by Mansoor. Voice vote, all ayes. Motion carried. - - **Motion 65-11-11**

#### **801: Personnel**

##### Certified Staff: Resignation

Name	Assignment	Dept Action	Reason
Clinkinbeard, Kristin	EH: Student Support Services Teacher	10/30/24	Personal

##### Classified Staff: Assignment/Reassignment/Transfer

Name	Assignment	Dept Action	Salary Placement
Begley, John	TR: Regular Sub Bus Driver from 4.5 to 2 hours/day	11/5/24	Same
Johnson-O'Mara, Harriet	WF: Student Support Associate	11/11/24	LMSEAA A, Step 1

Name	Assignment	Dept Action	Salary Placement
Kratzer, Jon	EX: Student Support Associate	10/28/24	LMSEAA A, Step 3
Lynch, Karla	LG: Student Support Associate	11/5/24	LMSEAA A, Step 1
Wyant, Donna	NE: Custodian from 8 to 6 hours/day	11/4/24	Same

### **Classified Staff: Resignation**

Name	Assignment	Dept Action	Reason
Helton, Ryan	LMHS: Custodian	11/8/24	Personal
Sturenfeldt, Amy	BW: Student Support Associate	10/15/24	Personal
Taylor, Susan	IC: Student Support Associate	11/22/24	Personal

### **Co/Extra-Curricular Staff: Assignment/Reassignment/Transfer**

Name	Assignment	Dept Action	Salary Placement
Berger, Alex	LMHS: Assistant Girls Varsity Soccer Coach	10/26/24	\$3,514
Hachey, Carly	HP: Student Experience Club Coordinator	10/22/24	\$375
Hajek, Lisa	LMHS: Assistant Winter Cheer Coach	11/11/24	\$2,014
Jeffery, Morgan	EX: Math Counts Sponsor	10/1/24	\$500
Novak, Jenny	LMHS: Assistant JV2 Girls Tennis Coach	10/29/24	\$3,514
Weidner, Darryl	LMHS: Head JV2/Asst Varsity Girls Soccer Coach	10/31/24	\$3,514

### **802: Approval of October 28<sup>th</sup> Board Minutes – Exhibit 802.1**

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

### **804: Approval of Contracts/Agreements – Exhibit 804.1**

1. City of Cedar Rapids adult crossing guard program
2. Inter-agency agreements for Special Education instructional services with Dubuque CSD (2). *For student confidentiality, exhibits are not provided.*

### **805: Informational Financial Reports – Exhibits 805.1-2**

1. School Finance and Cash Balance Reports as of 8/31/2023 and 8/31/2024
2. School Finance and Cash Balance Reports as of 9/30/2023 and 9/30/2024

## **900: BOARD CALENDAR & COMMUNICATIONS**

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

Thomas requested calendar invites for the board members to the various committee/ advisory meetings. Buchholz stated there is a legislator visit being planned for December 13th.

Date	Time	Event	Location
November 18	5:00 PM	Diversity/Equity/Inclusion Committee (DEI)	Boardroom
November 20-21	--	IASB Annual Convention	Des Moines
November 20	6:00 PM	UEN Annual Meeting	Des Moines
<i>November 21</i>	--	<i>High School Conferences</i>	--
November 21	5:30 PM	Marion City Council ( <i>Morey</i> )	City Hall
<i>November 27</i>	--	<i>No School (Teacher Comp Day)</i>	--
<i>November 28-29</i>	--	<i>No School (Thanksgiving Break)</i>	--
Date	Time	Event	Location
December 4	4:15 PM	Career & Technical Education Advisory (CTE)	LMHS E-130

<b>Date</b>	<b>Time</b>	<b>Event</b>	<b>Location</b>
December 5	8:30 AM	Finance/Audit Committee (F/AC)	Boardroom
December 5	5:30 PM	Marion City Council ( <i>Thomas</i> )	City Hall
December 9	5:00 PM	LMCSD Board of Directors Meeting & Work Session	Boardroom
December 12	9:00 AM	Policy Committee Meeting	Boardroom
December 16	5:00 PM	Diversity/Equity/Inclusion Committee (DEI)	Boardroom
December 19	5:30 PM	Marion City Council ( <i>Morey</i> )	City Hall
<i>December 20</i>	--	<i>Two-Hour Early Dismissal (All Grades)</i>	--
<i>December 23 thru January 3</i>	--	<i>No School – Winter Break</i>	--

**1000: ADJOURNMENT - Motion 66-11-11**

**MOTION** by Morey to adjourn the meeting at 6:51 PM. Second by Mansoor. Voice vote, all ayes. Motion carried.

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Katie Lowe Lancaster, Board President

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Jonathan Galbraith, Board Secretary