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**BOARD OF DIRECTORS MEETING  
DECEMBER 9, 2024**

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

The meeting of the Linn-Mar Board of Directors will be called to order at 5:00 PM in the boardroom of the district administration building (3556 Winslow Rd, Marion). Roll will be taken to determine a quorum.

\_\_\_\_\_ Buchholz \_\_\_\_\_ Foss \_\_\_\_\_ Mansoor \_\_\_\_\_ Morey \_\_\_\_\_ Thomas \_\_\_\_\_ Walker \_\_\_\_\_ Lowe Lancaster

**200: ADOPTION OF AGENDA**

**MOTION** to approve the agenda as presented.

Action Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Carried: Yes / No

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

At this time, the presiding officer will call those who signed up to speak to the microphone in the order of sign up. The board will receive and acknowledge comments but will not engage in a dialog with the speaker because of the set agenda for the meeting. *Remarks are limited to three minutes per speaker and should be shared in a respectful manner.*

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

The Board of Directors will share some of the district’s recent successes.

**500: INFORMATIONAL REPORTS**

**501: LM High School Program of Studies Report – Exhibits 501.1 and 701.1**

(SPG #2-Learning Excellence / BG #2.b-Student Learning)

Mark Hutcheson, Director of High School Teaching & Learning, will report on the 2025-26 Linn-Mar High School Program of Studies.

**502: Diversity/Equity/Inclusion Committee Report**

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

Director Thomas will report on the November 18<sup>th</sup> DEI Committee meeting.

**503: IASB & UEN Annual Meetings Report** (BG #1.b-Visionary Team)

Director Buchholz will report on the Iowa Association of School Boards annual convention and the Urban Education Network annual meeting.

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

Director Morey will report on the November 21<sup>st</sup> Marion City Council meeting and Director Thomas will report on the December 5<sup>th</sup> meeting.

**505: Career & Technical Education Advisory Report**

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

Director Mansoor will report on the December 4<sup>th</sup> CTE Advisory meeting.

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

Director Foss will report on the December 5<sup>th</sup> Finance/Audit Committee meeting.

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

Superintendent Kortemeyer will share updates from around the district.

**600: UNFINISHED BUSINESS**

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

**701: Approval of LM High School 2025-26 Program of Studies – Exhibit 701.1**

**MOTION** to approve the Linn-Mar High School Program of Studies for 2025-26 as presented in Exhibit 701.1.

Action Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Carried: Yes / No

**702: Approval of Early Graduation Requests – Exhibit 702.1**

**MOTION** to approve the early graduation requests as presented.

Action Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Carried: Yes / No

Belekevich, Dylan	Knudson, Logan	Norris, John	Voyek, Toby
Christenson, Katherine	Millhollin, Macklane	Tindoc, Thurenzo	

**703: Approval to Set Public Hearing**

**MOTION** to set a public hearing for 5:00 PM on Monday, January 13, 2025, in the boardroom of the district administration building regarding recommended changes to the 2025-26 school year calendar and the proposed 2026-27 school year calendar.

Action Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Carried: Yes / No

**704: Approval of Fundraising Requests – Exhibit 704.1**

**MOTION** to approve the fundraising requests as presented in Exhibit 704.1.

Action Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Carried: Yes / No

\*SPG = Strategic Plan Goal/ BG = Board Goal

**705: Approval of SBRC Application-Open Enrollment – Exhibit 705.1**

**MOTION** to approve the School Budget Review Committee application for a modified supplemental amount of \$1,334,658.00, for open enrolled out students not on the prior year headcount.

**Action**                      **Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_                      **Carried: Yes / No**

**706: Approval of SBRC Application-LEP – Refer to Exhibit 705.1**

**MOTION** to approve the School Budget Review Committee application for a modified supplemental amount of \$43,903.00, for Limited English Proficient instruction for English Language Learner students served beyond five years.

**Action**                      **Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_                      **Carried: Yes / No**

**707: Approval of Education Support Personnel Salary Supplement**

**MOTION** to approve the distribution of the Education Support Personnel Salary Supplement appropriated by the Iowa General Assembly to the Iowa Department of Education to regular and part-time employees of the school district who are not salaried, per House File 2612, Division III, Section 52.

**Action**                      **Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_                      **Carried: Yes / No**

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

**MOTION** to approve the consent agenda as presented.

**Action**                      **Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_                      **Carried: Yes / No**

**801: Personnel**

**Certified Staff: Resignation**

Name	Assignment	Dept Action	Reason
Kretschmar, Kelly	IC: Principal	3/31/25	Retirement

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

Name	Assignment	Dept Action	Salary Placement
Akili, Nadine	From EX to IC Student Support Assoc	11/14/24	Same
Caryl, Rachael	EH: Student Support Associate	1/6/25	LMSEAA A, Step 1
Eiben, Melody	LMHS: Student Support Associate	12/2/24	LMSEAA A, Step 1
Epps, Abrianna	LMHS: Student Support Associate	12/16/24	LMSEAA A, Step 1
Greiner, Barbara	EH: Student Support Associate	12/3/24	LMSEAA A, Step 1
Kauffman, Sheila	NS: From Sub to HP Cashier/General Help	11/11/24	PTNS+.25, Step 1
Luckman, Jazlynn	WF: Student Support Associate	12/16/24	LMSEAA A, Step 1
Martinez, Hugo	O&M: Custodian from .6 to 1.0 FTE	11/11/24	Same
McPhee, Micail	WF: Student Support Associate	11/19/24	LMSEAA A, Step 1
Mukundan, Jayashree	EH: Student Support Associate	11/6/24	LMSEAA A, Step 1
Pietropinto, Andrew	O&M: Custodian from .75 to 1.0 FTE	11/11/24	Same
Scherbaum, Nate	O&M: BP from Custodian to Lead Custodian	11/25/24	LMSA C, Step 2 +.75
Welsh, Mikayla	BW: Student Support Associate	11/25/24	LMSEAA A, Step 1
White, Timothy	BP: Student Support Associate	11/18/24	LMSEAA A, Step 1

\*SPG = Strategic Plan Goal/ BG = Board Goal

**Classified Staff: Resignation**

Name	Assignment	Dept Action	Reason
Clabough, Sandy	Admin Bldg: Accounts Payable	1/31/25	Retirement
Harger, Austin	NE: Custodian	11/19/24	Terminated
Hedlund, Amy	NE: Student Support Associate	11/21/24	Other employment
Hennings, Kelly	District Nurse	1/6/25	Personal
Herdlicka, Peggy	NS: NE General Help	11/25/24	Personal
Koch, Carley	LG: Health Assistant	11/27/24	Personal
Lloyd, Lisa	LMHS: Student Support Associate	1/8/25	Retirement
Matthews, Ann	BW: School Counselor's Secretary	1/10/25	Retirement
Mays, Arianna	EH: Student Support Associate	11/21/24	Personal
Nevitt, Myrnae	EH: Student Support Associate	12/20/24	Personal

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

Name	Assignment	Dept Action	Salary Placement
Callahan, Megan	LMHS: Choreography Assistant	11/26/24	\$500.00
McConahay, Gina	BP: Choir Accompanist	9/9/24	\$600.00
Tedrow, Rene	LMHS: LM Buddies Sponsor	8/23/24	\$850.00

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

Name	Assignment	Dept Action	Reason
McDermott, Charlotte	LMHS: Head JV/Asst Varsity Volleyball Coach	11/5/24	Personal

**802: Approval of November 11<sup>th</sup> Board Minutes – Exhibit 802.1****803: Approval of Bills/Warrants – Exhibit 803.1****804: Approval of Contracts/Agreements – Exhibits 804.1-7**

1. NextGrad partnership agreement with LM High School for digital info kiosk
2. Kirkwood Community College student teaching agreement
3. Piper Sandler amendment to agreement to serve as dissemination agent for secondary market disclosure
4. Dryspace Inc., change order #1 regarding Linn-Mar High School and Indian Creek Elementary roof replacement project
5. Peak Construction change order #16 regarding new administration building
6. Kevin Duggan independent contractor agreement for work with music/show choir
7. Adam Miller independent contractor agreement for work with LMHS show choir
8. Interagency agreements for Special Education instructional programming with College CSD (2) and Goodwill of the Heartland Career Connections (1). *For student confidentiality exhibits are not provided.*

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

1. School Finance and Cash Balance Reports as of 10/31/23
2. School Finance and Cash Balance Reports as of 10/31/24

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

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

<b>Date</b>	<b>Time</b>	<b>Event</b>	<b>Location</b>
December 12	9:00 AM	Policy Committee Meeting	Boardroom
<i>December 13</i>	<i>9:00 AM</i>	<i>Legislators Visit</i>	<i>Boardroom</i>
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 23-29</i>	--	<i>No School – Winter Break</i>	--
<b>Date</b>	<b>Time</b>	<b>Event</b>	<b>Location</b>
<i>January 1-3</i>	--	<i>No School – Winter Break</i>	--
January 9	8:30 AM	Finance/Audit Committee	Boardroom
January 9	5:30 PM	Marion City Council	City Hall
<i>January 10</i>	--	<i>End of Second Quarter</i>	--
<i>January 13</i>	--	<i>No School – Professional/Workday</i>	--
January 13	5:00 PM	LMCSD Board of Directors Meeting	Boardroom
<i>January 20</i>	--	<i>No School – Professional Day</i>	--
January 20	5:00 PM	Diversity/Equity/Inclusion Committee (DEI)	Boardroom
January 23	5:30 PM	Marion City Council	City Hall
January 27	5:00 PM	LMCSD Board of Directors Meeting	Boardroom
<i>January 28</i>	<i>9:00 AM</i>	<i>IASB Day on the Hill</i>	<i>Des Moines</i>

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

#### **Required Board Committees/Advisories**

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

#### **Additional District Committees/Advisories**

<b>Committee/Advisory</b>	<b>Board Representatives</b>
Diversity/Equity/Inclusion Committee (DEI)	Lowe Lancaster, Thomas
Facilities Advisory Committee	Foss, Mansoor, Morey
Venture Academics Advisory (VAA)	Morey, Walker
LMHS School Counselors Advisory	Mansoor, Walker
MEDCO Community Promise Advisory	Buchholz
Linn County Conference Board	Buchholz
Legislative Liaisons	Foss, Thomas

## **1000: ADJOURNMENT**

**MOTION** to adjourn the meeting at \_\_\_\_\_ PM.

**Action**                      **Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_

**Carried: Yes / No**



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## BOARD OF DIRECTORS WORK SESSION DECEMBER 9, 2024

**Special Note:** *The work session will not be available via livestream but is open for audience attendance in-person.*

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

The work session of the Linn-Mar Board of Directors will be called to order immediately following the regular meeting in the boardroom of the district administration building (3556 Winslow Rd, Marion). Roll will be taken to determine a quorum.

\_\_\_\_\_ Buchholz \_\_\_\_\_ Foss \_\_\_\_\_ Mansoor \_\_\_\_\_ Morey \_\_\_\_\_ Thomas \_\_\_\_\_ Walker \_\_\_\_\_ Lowe Lancaster

### **200: ADOPTION OF AGENDA**

**MOTION** to approve the agenda as presented.

Action                      Motion: \_\_\_\_\_ Second: \_\_\_\_\_                      Carried: Yes / No

### **300: WORK SESSION** *(BG #1.b-Visionary Team)*

Siobhan Schneider, Iowa Association of School Boards Associate Executive Director of Board Leadership and Legal Services, will facilitate a discussion on board member social media engagement ([Policy 205.5](#)) and language in the [Board Operations Manual](#).

### **400: ADJOURNMENT**

**MOTION** to adjourn the work session at \_\_\_\_\_ PM.

Action                      Motion: \_\_\_\_\_ Second: \_\_\_\_\_                      Carried: Yes / No