

**BOARD OF DIRECTORS MINUTES
JANUARY 27, 2025**

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100: CALL TO ORDER & DETERMINATION OF A QUORUM

The meeting of the Linn-Mar Board of Directors was called to order at 5:00 PM in the boardroom of the district administration building (3556 Winslow Rd, Marion). Roll was taken to determine a quorum. Present: Buchholz, Foss, Mansoor, Morey, Thomas, Walker, and Lowe Lancaster. Administration present: Kortemeyer, Galbraith, Frick, Nelson, Ramos, and Wear. Absent: Christian.

200: ADOPTION OF AGENDA – *Motion 91-01-27*

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

300: PUBLIC HEARING – Refer to Exhibit 801.1 *(SPG #1-Community Engagement)*

A public hearing was held on the plans and specifications of the Excelsior Middle School roof replacement project. No comments were received.

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

No comments were received.

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

The Board of Directors highlighted the Supernova show choir event, various athletic successes, congratulated Marion Independent School District on their new performing arts centers and congratulated the Linn-Mar High School seniors who have received college acceptance letters.

600: INFORMATIONAL REPORTS

601: Volunteer Program Report – Exhibit 601.1 *(SPG #1-Community Engagement)*

Angela Burke, Community Relations Coordinator, reported on the district's volunteer program including extending thanks to the volunteer coordinators; volunteer statistics from the 2023-24 school year (1,787 approved volunteers shared 20,155 hours); various volunteer trends; volunteer efforts with America Reads Day, Encourage a Reader, and volunteer workshops; and statistics on the number of volunteers needed for Supernova (769), Opera Iowa (56), and JA BizTown (125).

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

Director Buchholz reported that during the January 22nd F/AC meeting the committee reviewed the FY24 audit, the sale of bonds, the need for a new scoreboard at the stadium, current construction projects and maintenance needs, and a retention bonus for Student Support Associates.

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

Director Thomas reported that during the January 23rd Marion City Council meeting the annexation and rezoning of land near Lowe Park was approved and grant funding for the Tower Terrace Road project was discussed.

604: Legislative Report (BG #3.d-District Culture)

Director Thomas shared the names of current our representatives and reported that some of the bills legislators are discussing in the current session are Supplemental State Aid (SSA) and various educational bills ranging from curriculum issues to student health issues.

605: Superintendent's Report – Exhibit 605.1 (SPG #1-Community Engagement)

Superintendent Kortemeyer thanked Angela Burke for her volunteer program presentation and also thanked the many volunteers; shared several district highlights and honors; shared information on the *Roar Like a Lion* registration event for preschoolers, junior kindergarteners, and kindergarteners; shared information on a district-offered wraparound childcare service for preschoolers, reviewed her recent meeting/event attendance, and reported on the current construction projects.

700: UNFINISHED BUSINESS

701: Second Reading of Policy Recommendations – Exhibit 701.1

(BG #1.c-Visionary Team) – **Motion 92-01-27**

MOTION by Walker to approve the second reading of the policy recommendations as presented in Exhibit 701.1. Second by Thomas. Discussion regarding using “district” versus “school district” in all policies. The board agreed to utilize the word “district” and to update policies during scheduled reviews.

AMENDED MOTION by Walker to approve the second reading of the policy recommendations as presented in Exhibit 701.1, with the removal of the word “school” prior to the word “district.” Second by Thomas. Voice vote, all ayes. Motion carried.

800: NEW BUSINESS

801: Approval of Plans & Specifications – Exhibit 801.1 – Motion 93-01-27

MOTION by Buchholz to approve the plans and specifications for the Excelsior Middle School roof replacement project as presented in Exhibit 801.1. Second by Mansoor. Voice vote, all ayes. Motion carried. (SPG #5 Resource Management)

802: Approval of Acceptance of Gift – Exhibit 802.1 – Motion 94-01-27

MOTION by Morey to approve the acceptance of a Rifton R130 trike for the Hazel Point Intermediate Special Education Program with the value of \$3,265.00, gifted by Becky Lutgen Gardner per *Linn-Mar Policy 802.7-Gifts, Grants, and Bequests*. Second by Walker. The board thanked the family for their donation. Voice vote, all ayes. Motion carried.

803: Approval of Student Support Associates Retention Bonus

(SPG #4 People & Culture / BG #3.a-District Culture) – **Motion 95-01-27**

MOTION by Walker to approve the distribution of a one-time retention bonus of \$500.00 to current and new Student Support Associates who are employed by the district from March 3, 2025, through June 4, 2025, with payment reflected on their July 3, 2025, paychecks. Second by Mansoor. Voice vote, all ayes. Motion carried.

900: 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 Walker. Congratulations were shared with Tony Nicol on his retirement. Voice vote, all ayes. Motion carried. – **Motion 96-01-27**

901: Personnel

Certified Staff: Assignments/Reassignments/Transfers

Name	Assignment	Dept Action	Salary Placement
Bowman, Amy	District: From Instructional Coach to IC Principal	3/1/25	\$100,000/year
Espinosa, Carrie	District: Nurse	2/5/25	LMEA Nurse, Step 7

Certified Staff: Resignation

Name	Assignment	Dept Action	Reason
Nicol, Tony	LMHS: Academic Assistance Counselor	5/30/25	Retirement

Classified Staff: Assignments/Reassignments/Transfers

Name	Assignment	Dept Action	Salary Placement
Begley, John	TR: From Regular Sub to Bus Driver	1/14/25	Same
Curtis, Elizabeth	O&M: HP Custodian	1/13/25	LMSA C, Step 1
Dirks, Jennifer	Business Office: From Accts Receivable to Accts Payable Specialist	1/13/25	\$24.00/hour
Garrison, Billy	O&M: NE Custodian	1/13/25	LMSA C, Step 1
Haars, Lucy	AC: Aquatic Instructor	12/20/24	\$12.00/hour
Johnson, Marga	O&M: From HP 1.0 Custodian to EH .75 Custodian	1/13/25	Same
Kruger, Tiffany	LMHS: Student Support Associate	1/14/25	LMSEAA A, Step 1
Murphy, Tamara	BP: Student Support Associate	1/21/25	LMSEAA A, Step 1
Nash, Meredith	AC: Aquatic Instructor	1/20/25	\$12.00/hour
Paulson, Leah	NE: High School Student Associate	1/14/25	\$12.00/hour
Vijay Kumar, Dhipmala	NS: BW General Help	1/21/25	PTNS, Step 1
Wild, Brianna	From LG to BP Student Support Assoc	2/3/25	Same
Zieser, Abigail	LG: High School Student Associate	1/14/25	\$12.00/hour

*SPG = Strategic Plan Goal/ BG = Board Goal

Classified Staff: Resignation

Name	Assignment	Dept Action	Reason
Anderson, Diane	NS: WF General Help	1/31/25	Personal
Eciba, Angela	BW: Student Support Associate	1/31/25	Personal

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

Name	Assignment	Dept Action	Salary Placement
Geers, Mike	LMHS: Assistant Girls Wrestling Coach	11/4/24	\$800
Ginty, Natalie	OR: Math Counts Sponsor	1/6/25	\$1,000
Naaktgeboren, Erik	LMHS: Assistant Girls Wrestling Coach	11/4/24	\$1,000
Orr, Duane	LMHS: Head Varsity Football Coach	1/27/25	\$8,980

Co/Extra-Curricular Staff: Resignation

Name	Assignment	Dept Action	Reason
Bolinder, Kiley	OR: Assistant 8 th Gr Volleyball Coach	1/17/25	Personal
Ginty, Natalie	OR: Assistant 7 th Gr Volleyball Coach	1/17/25	Personal

902: Approval of January 13th Board Minutes – Exhibit 902.1**903: Approval of Bills/Warrants – Exhibit 903.1****904: Approval of Contracts/Agreements – Exhibits 904.1-8**

1. Day #2 of AccuTrain Responsibility-Centered Discipline training for the high school staff
2. Newsela agreement for Excelsior and Oak Ridge for the 2025-26 school year
3. Iowa Blueprint for Change reapproval due to two updates to the agreement
4. Orchestra Iowa agreement for Ensembles and Visiting Artists in Schools program
5. Elkay Manufacturing release and settlement agreement
6. Foodservice Cedar Rapids property damage release
7. Hy-Vee commercial licensing agreement
8. Elizabeth McGlynn independent contractor agreement for work with Bowman Woods music

905: Fundraising Requests – Exhibits 905.1 thru 905.4

1. Boys Soccer to host apparel sales to raise funds for training bibs/jerseys
2. LMHS URenew to host t-shirt sales for future wildlife restoration projects
3. LMHS Baseball to host youth camp to raise funds for a new pitching machine
4. LMHS Baseball to host sale of Leading Edge discount cards to pay volunteer coaches

906: Overnight Trip Request – Exhibit 906.1

1. Varsity Volleyball to attend elite training camp in Lincoln, Nebraska on July 17-19

907: Informational Financial Reports – Exhibits 907.1a-b and 907.2a-b

1. School Finance and Cash Balance Reports as of 11/30/23 and 11/30/24
2. School Finance and Cash Balance Reports as of 12/31/23 and 12/31/24

1000: BOARD CALENDAR & COMMUNICATIONS

1001: Board Calendar & Communications

Date	Time	Event	Location
<i>January 28</i>	<i>9:00 AM</i>	<i>IASB Day on the Hill</i>	<i>Des Moines</i>
Date	Time	Event	Location
February 3	1:00 PM	Policy Committee	Boardroom
February 5	4:15 PM	Career & Technical Education Advisory (CTE)	LMHS Room E-130
February 6	8:30 AM	Finance/Audit Committee (F/AC)	Boardroom
February 6	12:00 PM	Linn County Conference Board (<i>Buchholz</i>)	City of CR Admin Bldg
February 6	5:30 PM	Marion City Council (<i>Mansoor</i>)	City Hall
February 10	5:00 PM	LMCSD Board of Directors Meeting & Work Session	Boardroom
February 13	8:30 AM	Board Visit	Westfield Elementary
February 17	5:00 PM	Diversity/Equity/Inclusion Committee (DEI)	Boardroom
February 20	8:30 AM	Finance/Audit Committee	Boardroom
February 20	5:30 PM	Marion City Council (<i>Thomas</i>)	City Hall
Date	Time	Event	Location
February 24	5:00 PM	LMCSD Board of Directors Meeting	Boardroom
<i>February 25</i>	--	<i>2-Hour Early Dismissal (Grades JrK-12)</i>	<i>Elem/Int/MS Conferences</i>
<i>February 27</i>	--	<i>2-Hour Early Dismissal (Grades JrK-12)</i>	<i>Elem/Int/MS Conferences</i>
<i>February 28</i>	--	<i>No School - Professional Day</i>	--

1002: Board Committees/Advisories

Required Board Committees/Advisories

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

Additional District Committees/Advisories

Committee/Advisory	Board Representatives
Diversity/Equity/Inclusion Committee (DEI)	Lowé 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

1100: ADJOURNMENT – Motion 97-01-27

MOTION by Morey to adjourn the meeting at 5:56 PM. Second by Thomas. Voice vote, all ayes. Motion carried.

Katie Lowé Lancaster, Board President

Jonathan Galbraith, Board Secretary/Treasurer