

**BOARD OF DIRECTORS MINUTES
FEBRUARY 10, 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 98-02-10

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

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

1. Vanessa Renaud-Resident-support for immigration resolution
2. Iris Strong-Resident-support for immigration resolution
3. Briana Clymer-graduate-support for immigration resolution
4. Ana Clymer-Parent-support for immigration resolution

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

The Board of Directors highlighted the Metropolitan Orchestra Festival, the athletic Hall of Fame Induction, and the district's strong academic rigor.

500: INFORMATIONAL REPORTS

501: LM Building Naming Committee Report – Exhibit 501.1

(SPG #1-Community Engagement)

Kiya Hinkel and Mehal Raghvani, student members of the LM Building Naming Committee, presented information on the process and suggested names for the former LRC building and the new administration building. Names suggested for the new administration building were Creekside Administrative Building, Ridgeview Administrative Center, and Educational Leadership Center. The name suggested for the former Learning Resource Center was Academic Excellence Center.

502: FY24 Auditor's Report – Exhibit 502.1

(SPG #5 Resource Management / BG #3.c-District Culture)

Mia Frommelt, from Bohnsack & Frommelt, reviewed the 2024 fiscal year audit findings including information on the audits completed and deliverables and that there were no compliance findings.

503: Upbeat Survey Report (SPG #4-People & Culture / BG #3.a-District Culture) – **Exhibit 503.1**

Amy Kortemeyer, Superintendent, reported on the recent Upbeat staff survey including information on participation rates, satisfaction and purpose percentages, retention information, areas of strengths and opportunity, critical feedback and themes, and next steps.

504: Policy Committee Report (BG #1.c-Visionary Team)

Director Thomas reported that during the February 3rd Policy Committee meeting the second half of the 800 policy series, several IASB recommendations, and policies on artificial intelligence were reviewed.

505: Linn County Conference Board Report

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

Director Buchholz reported that the February 6th Linn County Conference Board meeting was postponed until February 14th due to weather.

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

Director Mansoor reported that during the February 6th Marion City Council meeting there was discussion on installing a rapid flashing beacon at the intersections of 35th Street and 35th Avenue in Marion and at the intersection of East Robins Road and Mulberry Drive in Robins and also the installation of turning lanes at the intersection of Hwy 13 and Prairie Ridge Avenue. The Council also approved the rezoning of land located northeast of Lowe Park from agricultural to single-family residential.

507: Legislative Report & IASB Day on the Hill Event

(BG # 1.b-c-Visionary Team & 3.d-District Culture)

Directors Foss reported on the educational bills still under consideration in the legislative session and shared highlights of the Iowa Association of School Boards' Day on the Hill event that included a presentation by the Venture Academic students.

508: Superintendent's Report – Exhibit 508.1 (SPG #1-Community Engagement)

Superintendent Kortemeyer shared several district honors and highlights, reported on current construction projects, shared an update on the *Roar Like a Lion* registration campaign, reported on the request for proposal for the proposed preschool WRAP care program, and shared reminders of upcoming district events.

600: UNFINISHED BUSINESS

601: Facility Naming Request – Exhibit 601.1 – Motion 99-02-10

(SPG #1-Community Engagement)

MOTION by Buchholz to approve the request submitted by the Linn-Mar Booster Club to rename the concession stand at the Ball Complex as the *Pete King Concession Stand* after the late Pete King. Second by Morey. Voice vote, all ayes. Motion carried.

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

701: Approval of LM Building Names – Refer to Exhibit 501.1 – Motion 100-02-10

President Lowe Lancaster facilitated a discussion on the proposed names submitted by the LM Building Naming Committee which were:

- Former Learning Resource Center (LRC): Academic Excellence Center
- New Administration Building:
 - Creekside Administrative Building
 - Ridgeview Administrative Center
 - Educational Leadership Center

MOTION by Buchholz to approve the name change of *Academic Excellence Center* for the former LRC building and the name of *Educational Leadership Center* for the new administration building. Second by Mansoor. Voice vote, all ayes. Motion carried.

702: Approval of Open Enrollment Requests – Motion 101-02-10

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

Approved IN	Student Name	Grade	Resident District
	Backout, B'Licknu	3	Cedar Rapids CSD

Approved OUT	Student Name	Grade	Requested District
	Roberts, Kayel	10	College CSD

800: CONSENT AGENDA – Motion 102-02-10

MOTION by Walker to approve the consent agenda as presented. Second by Thomas. Congratulations were shared with Lisa Peterson on her retirement. Voice vote, all ayes. Motion carried. (SPG #4-People/Culture & #5-Resource Mngmt / BG #3.a, c, d-District Culture)

801: Personnel

Certified Staff: Resignations

Name	Assignment	Dept Action	Reason
Hanson, Kristin	LMHS: Student Support Services Teacher	6/5/25	Relocation
Peterson, Lisa	LMHS: Compass/Atlas Teacher	5/30/25	Retirement
Sullivan, Lauren	WF: 4 th Grade Teacher	2/28/25	Relocation

Classified Staff: Assignments/Reassignments/Transfers

Name	Assignment	Dept Action	Salary Placement
Cleppe, Kathie	NS: BW General Help from 3.25 to 4/hrs day	1/6/25	Same
Contreras, Brittany	District: Student Services Admin Assistant	2/17/25	\$20.50/hour
Gehrls, Lenora	LMHS: Student Support Associate	2/6/25	LMSEAA A, Step 1
Gorman, Christopher	BW: Student Support Associate	2/3/25	LMSEAA A, Step 1
Kauffman, Sheila	NS: From HP General Help/Cashier to WF General Help	2/3/25	PTNS, Step 1
Leason, Julie	NS: BW General Help from 3.5 to 4/hrs day	1/6/25	Same
Limkemann, Maggie	NS: LMHS General Help	1/27/25	PTNS, Step 1
Vickery, Karen	BW: Student Support Associate	2/5/25	LMSEAA A, Step 1
West, Anna	LMHS: Student Support Associate	1/28/25	LMSEAA A, Step 1

Classified Staff: Resignations

Name	Assignment	Dept Action	Reason
Berry, John	BW: Student Support Associate	1/22/25	Termination
Brandt, Lauren	EH: Student Support Associate	2/12/25	Other Employment
Cassady, Brecken	LMHS: Student Support Associate	2/4/25	Personal
Ferencak, Fae	EH: Student Support Associate	2/11/25	Other Employment
Lentner, Candy	NE: Health Assistant	2/20/25	Other Employment
Wittenburg, Megan	LMHS: Student Support Associate	1/31/25	Personal

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

Name	Assignment	Dept Action	Salary Placement
Chapa, Martin	LMHS: Assistant Boys Soccer Coach	3/17/25	\$2,000
Hill, Austin	LMHS: Assistant Boys Track Coach	2/24/25	\$500
Thomson, Jaxon	LMHS: Assistant Boys Track Coach	2/24/25	\$500
Tovey, Reed	LMHS: Assistant Boys Soccer Coach	3/17/25	\$2,000

Co/Extra-Curricular Staff: Resignation

Name	Assignment	Dept Action	Reason
Green, Justin	OR: Assistant 7 th Gr Football Coach	2/4/25	Personal

802: Approval of January 27th Board Minutes – Exhibit 802.1**803: Approval of Bills/Warrants – Exhibit 803.1****804: Approval of Contracts/Agreements – Exhibits 804.1-4**

1. Epic Event Center rental agreement for LMHS Java & Jazz event
2. McComas-Lacina Construction change order #5 for new performance arts center
3. Jennifer Loeb independent contractor agreement for presentation to Venture Academics students
4. Iowa Public Information Board informal resolution
5. Inter-agency agreement for Special Education instructional services with Lisbon CSD (1). *For student confidentiality, exhibits are not provided.*

805: Fundraising Request – Exhibits 805.1-2

1. LMHS Softball to host a summer youth camp to raise funds for new equipment and additional coaches.
2. LMHS Key Club to sell Valentine candygrams to raise funds to support further initiatives and support other positive events.

900: BOARD CALENDAR/COMMUNICATIONS/COMMITTEES**901: Board Calendar**

Date	Time	Event	Location
February 13	8:30 AM	Board Visit	Westfield Elementary
February 14	Noon	Linn County Conference Board (<i>Buchholz</i>)	City of CR Admin Bldg
February 20	8:30 AM	Finance/Audit Committee (F/AC)	Boardroom
February 20	5:30 PM	Marion City Council (<i>Thomas</i>)	City Hall
February 24	5:00 PM	LMCSD Board of Directors Meeting & Work Session	Boardroom
<i>February 25</i>	--	<i>2-Hour Early Dismissal (Grades JrK-12)</i>	<i>Elem/Int/MS Conferences</i>

February 26	4:15 PM	Career & Technical Education Advisory (CTE)	LMHS Room E-130
<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>	--
Date	Time	Event	Location
March 6	8:30 AM	Board Visit	Novak Elementary
March 6	Noon	Linn County Conference Board (<i>Buchholz</i>)	City of CR Admin Bldg
March 6	5:30 PM	Marion City Council (<i>Mansoor</i>)	City Hall
<i>March 8</i>	<i>6:00 PM</i>	<i>LM School Foundation MANE Event</i>	<i>DoubleTree by Hilton</i>
<i>March 11</i>	<i>11:30 AM</i>	<i>Marion State of the City</i>	<i>DoubleTree by Hilton</i>
March 12	4:00 PM	LMHS School Counselors Advisory	LMHS College/Career Cntr
March 13	8:30 AM	Finance/Audit Committee (F/AC)	Boardroom
<i>March 17-21</i>	--	<i>Spring Break</i>	--
March 20	5:30 PM	Marion City Council (<i>Lowe Lancaster</i>)	City Hall
<i>March 26</i>	<i>6:00 PM</i>	<i>Lion Learning Session</i>	<i>Boardroom</i>
<i>March 28</i>	--	<i>End of Third Quarter</i>	--
<i>March 31</i>	--	<i>No School – Professional Day</i>	--
March 31	5:00 PM	LMCSD Board of Directors Meeting & Special Session	Boardroom

902: Board Communications

President Lowe Lancaster re-announced the results of the written tally conducted during the board president election on November 11, 2024, stating, “*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. Director Buchholz received 3 votes from Directors Foss, Walker, and Buchholz. A motion was then made by Director Buchholz to elect Katie Lowe Lancaster to serve a one-year term as board president. The motion was seconded by Director Walker. A roll call vote resulted in all ayes and the motion carried.*”

903: Board Committees/Advisories

Required Board Committees/Advisories

Committee/Advisory	Board Representatives
Finance/Audit Committee (F/AC)	Buchholz, Foss, Morey
Policy Committee (PC)	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

Committee/Advisory	Board Representatives
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

*SPG = Strategic Plan Goal/ BG = Board Goal

1000: ADJOURNMENT – Motion 103-02-10

MOTION by Buchholz to adjourn the meeting at 6:17 PM. Second by Walker. Voice vote, all ayes. Motion carried.

Katie Lowe Lancaster, Board President

Jonathan Galbraith, Board Secretary/Treasurer

**BOARD OF DIRECTORS
WORK SESSION MINUTES
FEBRUARY 10, 2025**

100: CALL TO ORDER & DETERMINATION OF A QUORUM

The work session of the Linn-Mar Board of Directors was called to order at 6:30 PM in the boardroom of the district administration building (3556 Winslow Road, 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 104-02-10*

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

300: WORK SESSION

301: Discussion on the Proposed Indoor Activities Center

Jon Galbraith, LMCSO Chief Financial/Operating Officer, Vicki Hyland and Susan Bowersox, OPN Architects, and Matt Gillaspie, Managing Director with Piper Sandler, Tonya Moe, Athletics Director, and Chris Fechner, Associate Athletic Director, facilitated a review of the proposed LMHS indoor activities center project and financing options.

400: ADJOURNMENT – *Motion 105-02-10*

MOTION by Buchholz to adjourn the meeting at 8:21 PM. Second by Morey. Voice vote, all ayes. Motion carried.

Katie Lowe Lancaster, Board President

Jonathan Galbraith, Board Secretary/Treasurer