

**BOARD OF DIRECTORS MINUTES
FEBRUARY 24, 2025**

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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 Educational Leadership Center (3556 Winslow Rd, Marion). Roll was taken to determine a quorum. Present: Buchholz, Foss, Lowe Lancaster, Mansoor, Morey, Thomas, and Walker. Administration present: Kortemeyer, Galbraith, Christian, Frick, Nelson, Ramos, and Wear.

200: ADOPTION OF AGENDA – Motion 106-02-24

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

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

1. Gretchen Lawyer, Resident, Support continuation of DEI Committee
2. Vanessa Renaud, Resident, Support continuation of DEI Committee

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

The Board of Directors highlighted several district successes including the Bowman Woods Sock Hop and the volunteers who supported its success, the recent Math Counts Competition hosted at Hazel Point, and the dedication of the bus drivers for the hours they work on the weekend to transport students to/from various events.

500: INFORMATIONAL REPORTS

501: Preliminary FY26 Certified Budget Report – Exhibit 501.1

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

Jon Galbraith, Chief Financial/Operating Officer, reported on the preliminary certified budget for fiscal year 2026, including information on the budget process and timeline, key factors considered, and a preliminary estimate of the proposed property tax levy.

502: Linn County Conference Board Report (BG #3.d-District Culture)

Director Buchholz reported that the Linn County Conference Board approved their fiscal year 2026 budget during the February 14th meeting.

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

Director Buchholz reported that during the February 20th Finance/Audit Committee meeting the fiscal year 2026 budget was reviewed, as well as facility and maintenance needs. Jon Galbraith, Chief Financial/Operating Officer, shared an overview of the 10-year Facilities Plan.

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

Director Thomas reported that during the February 20th Marion City Council meeting the date of March 27th was set for the City's public hearing on the property tax levy notifications.

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

Director Thomas reported that the current legislative session is still considering the Supplemental State Aid (SSA) rate, along with several bills related to education.

506: Superintendent's Report – Exhibit 506.1 (SPG #1-Community Engagement)

Superintendent Kortemeyer shared several district honors and highlights, reviewed her recent meeting/event participation, reported on current construction projects, and gave a brief update on the proposed indoor activities center.

600: UNFINISHED BUSINESS

700: NEW BUSINESS

701: Approval to Set Public Hearing – Motion 107-02-24

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

MOTION by Foss to set a public hearing for 6:30 PM on Monday, March 31st in the boardroom of the Educational Leadership Center regarding the proposed tax notices. Second by Mansoor. Voice vote, all ayes. Motion carried.

702: First Reading of Policy Recommendations – Exhibit 702.1

(BG #1.c-Visionary Team)

MOTION by Buchholz to approve the first reading of the policy recommendations for the proposed new Policy 201.6-R, Board President and Vice President Elections Regulation, and the second half of the 800 Series as presented in Exhibit 702.1. Second by Walker. Morey requested Policy 201.6-R be pulled out for separate consideration and spoke to the request.

AMENDED MOTION by Buchholz to pull out Policy 201.6-R for separate consideration. Second by Thomas. Voice vote, all ayes. Motion carried. – **Motion 108-02-24**

MOTION by Morey to table Policy 201.6-R for further consideration of the language pertaining to the voice roll call vote on only one nominated person versus a ballot vote on all nominated individuals. Second by Thomas. Voice vote. Ayes: Mansoor, Morey, and Thomas. Nays: Buchholz, Foss, Lowe Lancaster, and Walker. Motion failed.

MOTION by Thomas to amend Policy 201.6-R per language suggested by Director Morey pertaining to Bullet #4. Second by Morey. Voice vote. Ayes: Buchholz, Lowe Lancaster, Mansoor, Morey, Thomas, and Walker. Nays: Foss. Motion carried.

– Motion 109-02-24

Suggested edit to Bullet #4: If more than one nomination is made, the President Pro Tem will distribute paper ballots, each member will write their name and the name of the nominee they are voting for on the ballot. The President Pro Tem will read off each vote, tallying the votes. The President Pro Tem will then call for a motion for the person receiving the most votes. With a motion and a second, the President Pro Tem will move for a roll call vote to confirm the election.

MOTION by Mansoor to approve the first reading of Policy Series 800 as presented in Exhibit 702.1. Second by Buchholz. Voice vote, all ayes. Motion carried.

– Motion 110-02-24

703: Approval of Open Enrollment Requests – Motion 111-02-24

(SPG #2-Learning Excellence & 3-Learner Experience)

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

Approved OUT	Student Name	Grade	Requested District
	Moss, Elija	7	Marion Independent

704: Approval of Bid – Motion 112-02-24

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

MOTION by Walker to approve Dryspace, Inc., as the lowest responsible bidder for the Excelsior Middle School Roof Project for a total of \$367,727.00. Second by Mansoor. Voice vote, all ayes. Motion carried.

800: CONSENT AGENDA – Motion 113-02-24

(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. Voice vote, all ayes. Motion carried.

801: Personnel

Classified Staff: Assignments/Reassignments/Transfers

Name	Assignment	Dept Action	Salary Placement
Case, Taylor	LMHS: Student Support Associate	2/24/25	LMSEAA A, Step 1
Henry, Justine	ELC: Accounts Receivable Specialist	2/10/25	\$22.00/hour
Nebel, Lynda	NS: From BP Cashier to NS Sub	3/3/25	Same
Ulmer, Meghan	NE: Student Support Associate	2/14/25	LMSEAA A, Step 1
Van Den Heuvel, Kathryn	EH: Student Support Associate	2/17/25	LMSEAA A, Step 1
Vennie, Nicole	EH: Student Support Associate	2/10/25	LMSEAA A, Step 1
Winekauf, Christine	NS: From Sub to BP Cashier/General Help	2/17/25	PTNS, Step 1 +.25

Classified Staff: Resignation

Name	Assignment	Dept Action	Reason
Garcia, Joanna	TR: Bus Driver	2/10/25	Personal
Mandal, Shiuli	WF: Student Support Associate	2/20/25	Other employment
Ryan, Robin	WE: Custodian	2/7/25	Personal
Yirkovsky, Toni	LMHS: Student Support Associate	2/27/25	Other employment

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

Name	Assignment	Dept Action	Salary Placement
Cosgrove, David	LMHS: JV2 Boys Tennis Coach	3/17/25	\$3,514
McConahay, Gina	BP: Choir Accompanist	2/14/25	\$300

Co/Extra-Curricular Staff: Resignation

Name	Assignment	Dept Action	Reason
Boesenberg, Kiley	LMHS: Assistant Volleyball Coach	2/13/25	Personal
May, Andrew	LMHS: Head 10 th Gr Football Coach	2/10/25	Personal

802: Approval of February 10th Board Minutes – Exhibit 802.1**803: Approval of Bills/Warrants – Exhibit 803.1****804: Approval of Contracts/Agreements – Exhibits 804.1-4**

1. Douglas Cloven, Throwback, LLC., commercial licensing agreement
2. University of Northern Iowa cooperative agreement for student teaching program
3. BSN Sports order summary for Daktronics video scoreboard and sound cabinet for Stadium
4. Hand in Hand Early Care & Education Center agreement to provide preschool wrap daycare services at Linn Grove Elementary

805: Informational Financial Reports – Exhibits 805.1-2

1. School Finance and Cash Balance Reports as of January 31, 2024
2. School Finance and Cash Balance Reports as of January 31, 2025

806: Fundraising Requests – Exhibits 806.1-8

1. LMHS Athletic Dept to host Pete King Memorial Golf Outing
2. LMHS Girls Tennis to host girls summer camp
3. LMHS Football to host BSN apparel store
4. LMHS Football to host youth football camp for 5th/6th grades
5. LMHS Football to host Ace or Leading Edge discount card sale
6. LMHS Girls & Boys Soccer to host co-ed youth clinic
7. LMHS Girls Soccer to host team poster with logo sale
8. LMHS Girls Soccer to host an online store for parents and players

807: Overnight Trip Requests – Exhibits 807.1-3

1. LMHS Robotics to attend FRC Regional Competition in St Louis March 12-15
2. LMHS Robotics to attend FRC Regional Competition in Cedar Falls March 27-29
3. LMHS HOSA to attend State Leadership Conference in Des Moines April 6-7

900: BOARD CALENDAR & COMMUNICATIONS

901: Board Calendar & Communications

President Lowe Lancaster reviewed the board calendar and noted the rescheduling of the March 12th LMHS School Counselors Advisory to May 14th.

Date	Time	Event	Location
<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 (<i>New Date 5/14</i>)	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 Regular Meeting	Boardroom
March 31	6:30 PM	LMCSD Board of Directors Special Session	Boardroom

902: Board Committees/Advisories

902.1 Discussion and Action on Diversity/Equity/Inclusion Committee in light of recent federal guidance – *Motion 114-02-24*

MOTION by Buchholz to recommend disbanding the Diversity/Equity/Inclusion Committee until further notice. Second by Foss. Associate Superintendent Nathan Wear read a statement on disbanding the committee in response to federal directives. Voice vote. Ayes: Buchholz, Foss, Mansoor, Morey, and Thomas. Nays: Lowe Lancaster and Walker. Motion carried.

Required Board Committees/Advisories

Committee/Advisory	Board Representatives
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

Committee/Advisory	Board Representatives
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 115-02-24

MOTION by Thomas to adjourn the meeting at 6:48 PM. Second by Buchholz. Voice vote, all ayes. Motion carried.

Katie Lowe Lancaster, Board President

Jonathan Galbraith, Board Secretary/Treasurer

**BOARD OF DIRECTORS WORK SESSION MINUTES
FEBRUARY 24, 2025**

100: CALL TO ORDER & DETERMINATION OF A QUORUM

The Linn-Mar Board of Directors work session was called to order at 6:58 PM in the boardroom of the Educational Leadership Center (3556 Winslow Road, Marion). Roll was taken to determine a quorum. Present: Buchholz, Foss, Lowe Lancaster, Mansoor, Morey, Thomas, and Walker. Administration present: Kortemeyer, Galbraith, Christian, Frick, Nelson, Ramos, and Wear.

200: ADOPTION OF AGENDA – *Motion 116-02-24*

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

300: WORK SESSION

301: Learning Session *(BG #1.b-Visionary Team)*

A learning session on open meetings was facilitated by Siobhan Schneider, Iowa Association of School Boards Associate Executive Director, and Anna Harmon, Legal Services Director with the Iowa Association of School Boards.

400: ADJOURNMENT – *Motion 117-02-24*

MOTION by Thomas to adjourn the work session at 8:41 PM. Second by Mansoor. Voice vote, all ayes. Motion carried.

Katie Lowe Lancaster, Board President

Jonathan Galbraith, Board Secretary/Treasurer