

**BOARD OF DIRECTORS MEETING  
MARCH 31, 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 Educational Leadership Center (3556 Winslow Rd, Marion). Roll was taken to determine a quorum. Present: Buchholz, Morey, Thomas, and Lowe Lancaster. Walker arrived at 5:03 PM. Absent: Foss and Mansoor. Administration present: Kortemeyer, Galbraith, Ramos, Wear, Christian, Nelson, and Frick.

**200: ADOPTION OF AGENDA – *Motion 118-03-31***

**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. Heather Croskrey, parent, concerns regarding the health curriculum
2. Chrystal Callahan, parent, concerns regarding rescinding policy 504.13

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

No information shared.

**500: INFORMATIONAL REPORTS****501: Wilkins Elementary Playground Report –Exhibits 501.1 & 704.1**

Amanda Potter, Wilkins Elementary Principal, along with students Addison and Liam, reported on the proposed playground project including information on the planning process, fundraising, student choice survey, and partnering with the City of Marion.

**502: District Career & Academic Plan Report – Exhibit 502.1**

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

Nathan Wear, Associate Superintendent, and Elizabeth Kreher, LM High School Counselor, reported on the District Career & Academic Plan (DCAP) including information on why DCAP is required; the development process, overview, and timeline; and next steps.

**503: Career & Technical Education Advisory Report** *(SPG #1-Community Engagement)*

Director Morey reported that during the February 26<sup>th</sup> CTE Advisory meeting topics included a review of industry recognized credentials and their relation to the School Performance Profile, current CTE classes offered and needs, and Perkins funding.

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

Board members reported they enjoyed seeing the students and staff engaged in a lesson on modeling conversations during their visit to Novak Elementary on March 6<sup>th</sup>.

**505: Linn County Conference Board Report**

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

Director Buchholz reported that the Linn County proposed budget was approved during the March 6<sup>th</sup> Linn County Conference Board meeting.

**506: Marion City Council & State of the City Report**

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

Director Lowe Lancaster reported that there were no items pertaining to the district addressed during the March 6<sup>th</sup> and March 20<sup>th</sup> Marion City Council meetings. Board members also shared they enjoyed Mayor AbouAssaly's ten-year review of the City during the recent State of the City event.

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

Director Thomas reported that during the March 7<sup>th</sup> policy meeting an amended version of proposed policy 201.1-R was reviewed and during the March 26<sup>th</sup> policy meeting the recommendation was made to rescind policy 504.13, due to recent changes to Iowa Civil Rights.

**508: Finance/Audit Committee Report & Recap of FY26 Proposed Tax Notice**

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

Buchholz reported that during the March 27<sup>th</sup> Finance/Audit Committee meeting topics included the FY26 certified budget tax notice, the Wilkins playground project, the LMHS indoor activities center, scheduling of the ELC ribbon cutting/open house, and a discussion on Strat II (SpEd) staff hiring issues. Jon Galbraith, Chief Financial/Operating Officer, shared a recap of the fiscal year 2026 proposed tax notice presentation that was previously shared during the February 24<sup>th</sup> board meeting.

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

Director Thomas reported that the current legislative session has still not set the Supplemental State Aid (SSA) rate and several bills have been submitted that would affect funding for the school meal program.

**510: Superintendent's Report – Exhibit 510.1** *(SPG #1-Community Engagement)*

Superintendent Kortemeyer shared several district honors and highlights, reviewed the recent Lion Learning sessions on the proposed indoor activities center and FY26 certified budget tax notice, shared information on the piloting of a visitor management system, reported on the status of the new performance center project, and announced the April 17<sup>th</sup> LM School Foundation Dine Out for Schools Day and the ELC ribbon cutting/open house scheduled for April 23<sup>rd</sup> from 4:30-6:00 PM.

## **600: UNFINISHED BUSINESS**

### **601: Second Reading of Policy 201.6-R – Exhibit 601.1** *(BG #1.c-Visionary Team)*

**MOTION** by Morey to approve the second reading of Policy 201.6-R, Board President and Vice President Elections Regulation, as presented in Exhibit 601.1. Second by Walker. Voice vote, all ayes. Motion carried. – **Motion 119-03-31**

### **602: Second Reading of 800 Series Policy Recommendations – Exhibit 602.1**

*(BG #1.c-Visionary Team)* – **Motion 120-03-31**

**MOTION** by Thomas to approve the second reading of the 800 Policy Series as presented in Exhibit 602.1. Second by Walker. Voice vote, all ayes. Motion carried.

## **700: NEW BUSINESS**

### **701: Approval of Fundraising Requests – Exhibit 701.1** *(SPG #5-Resource Management)*

**MOTION** by Walker to approve the fundraising requests as presented in Exhibit 701.1. Second by Buchholz. Voice vote, all ayes. Motion carried. – **Motion 121-03-31**

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

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

**MOTION** by Morey to approve the early graduation requests for Spencer Dancy, Justin Rasmussen, and Zander Valandingham as presented in Exhibit 702.1. Second by Buchholz. Congratulations were offered to the early graduates. Voice vote, all ayes. Motion carried. – **Motion 122-03-31**

### **703: Approval of Open Enrollment Requests – Exhibit 703.1**

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

**MOTION** by Buchholz to approve the open enrollment requests as presented in Exhibit 703.1. Second by Thomas. Voice vote, all ayes. Motion carried. – **Motion 123-03-31**

### **704: Approval of Playground Project – Exhibit 704.1 – Motion 124-03-31**

**MOTION** by Thomas to approve the plans/specifications for the Wilkins Elementary playground project as presented in Exhibit 704.1. Second by Walker. Voice vote, all ayes. Motion carried.

### **705: First Reading of Policy 504.13 – Exhibit 705.1** *(BG #1.c-Visionary Team)*

**MOTION** by Walker to approve the first reading of the recommendation to rescind Policy 504.13-Transgender and Students Nonconforming to Gender Role Stereotypes, as presented in Exhibit 705.1. Second by Buchholz. Director Morey clarified that the student protections were still in place through other district policies and that the policy was being rescinded due to recent changes in law. Voice vote, all ayes. Motion carried. – **Motion 125-03-31**

## **800: CONSENT AGENDA – Motion 126-03-31**

**MOTION** by Buchholz to approve the consent agenda as presented. Second by Morey. Congratulations were shared with the retirees. Voice vote, all ayes. Motion carried.

## 801: Personnel

### Certified Staff: Assignments/Reassignments/Transfers

Name	Assignment	Dept Action	Salary Placement
Baxendale, Heather	LMHS: ATLAS Teacher	8/13/25	MA+30, Step 14
Davis, Crystal	EX: Student Support Services Teacher	8/13/25	MA+30, Step 19
Kehoe, Emily	LMHS: Social Studies Teacher	8/13/25	BA, Step 1
Miller, Jesse	LMHS: Social Studies Teacher	8/13/25	BA, Step 1
Mohanna, Elizabeth	LMHS: Academic Assistance Counselor	8/4/25	MA, Step 17

### Certified Staff: Resignations

Name	Assignment	Dept Action	Reason
Frick, Melissa	ELC: Exec Director of Student Services	6/30/25	Retirement
Kozloski, Jessica	WE: Student Support Services Teacher	6/5/25	Personal
Moe, Tonya	LMHS: Athletic Director	6/30/25	Other employment
Neff, Alex	LMHS: Math Teacher	6/5/25	Retirement
Patterson, Chris	LMHS: PLTW Teacher	6/5/25	Relocation
Ries, Karla	ELC: Director of Elementary Teaching & Learning	6/30/25	Retirement
Thompson, Elizabeth	LMHS: English Teacher	6/5/25	Relocation

### Classified Staff: Assignments/Reassignments/Transfers

Name	Assignment	Dept Action	Salary Placement
Adair, Peyton	AC: Aquatic Instructor	3/25/25	\$12.00/hour
Fiedler, Andy	EH: Student Support Associate	3/10/25	LMSEAA A, Step 1
Garretson, Ashley	LMHS: Student Support Associate	3/5/25	LMSEAA A, Step 1
Governatori, Anthony	AC: Aquatic Instructor	3/10/25	\$12.00/hour
Hemphill, Landon	AC: Aquatic Instructor	3/24/25	\$12.00/hour
Issa, Deana	LG: Student Support Associate	3/3/25	LMSEAA A, Step 1
Knepper, Brianna	O&M: IC Part-Time Custodian	2/28/25	LMSA C, Step 1
Kvidahl, Eric	O&M: AC Part-Time Custodian	3/6/25	LMSA C, Step 1
Ludwig, Maya	WE: Student Support Associate	3/3/25	LMSEAA A, Step 1
Meis, Olivia	WF: Student Support Associate	2/27/25	LMSEAA A, Step 1
Montgomery, Betty	LMHS: Student Support Associate	3/24/25	LMSEAA A, Step 1
Nebel, Lynda	NS: From BP to HP Cashier/Gen Help	3/3/25	Same
O'Leary, Declan	AC: Aquatic Instructor	3/25/25	\$12.00/hour
Peiffer, Gavin	AC: Aquatic Instructor	3/25/25	\$12.00/hour
Ramalingam, Kruthika	NE: Student Support Associate	3/5/25	LMSEAA A, Step 1
Roberts, Sarah	NE: Health Assistant	3/6/25	LMSEAA A, Step 1
Saputra, Nathan	AC: Aquatic Instructor	3/25/25	\$12.00/hour
Schaldecker, Amber	O&M: WE Part-Time Custodian	3/7/25	LMSA C, Step 1
Schmidt, Neil	LMHS: Student Support Associate	3/3/25	LMSEAA A, Step 1
Westphal, Anna	NS: From LMHS Gen Help/Cashier to HP Lead Cook	3/24/25	LMSA A+.25, Step 1
Yetter, Elizabeth	AC: Aquatic Instructor	3/24/25	\$12.00/hour
Yirkovsky, Toni	LMHS: Student Support Associate	4/2/25	LMSEAA A, Step 4

### Classified Staff: Resignations

Name	Assignment	Dept Action	Reason
Brown, Craig	OR: Custodian	3/18/25	Retirement
Kahler, Susan	NS: HP Lead Cook	2/27/25	Relocation
Knoke, Rebecca	LMHS: Student Support Associate	4/4/25	Personal
Skvor, Kathleen	TR: Bus Rider	2/27/25	Personal

<b>Name</b>	<b>Assignment</b>	<b>Dept Action</b>	<b>Reason</b>
Tooson, Briana	EH: Student Support Associate	2/20/25	Personal
Ulmer, Meghan	NE: Student Support Associate	2/23/25	Personal
West, Anna	LMHS: Student Support Associate	3/12/25	Personal

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

<b>Name</b>	<b>Assignment</b>	<b>Dept Action</b>	<b>Salary Placement</b>
Becker, Kyle	LMHS: Asst Varsity Boys Tennis Coach	3/17/25	\$1,750
Bootsmiller, Kyli	EX: Assistant Girls Track Coach	3/14/25	\$3,123
Brennecke, Audra	OR: Assistant Boys Track Coach	2/20/25	\$3,123
Hagmeier, Brittney	OR: Assistant Girls Tennis Coach	3/24/25	\$3,123
Hill, Austin	EX: Assistant 7 <sup>th</sup> Gr Football Coach	8/1/25	\$3,123
Jensen, Derek	LMHS: Tech Director, Spring Musical	3/3/25	\$1,756.88
Spoelstra, Amy	HP: MathCounts Club	3/10/25	\$1,100
Thorp, Nic	LMHS: Asst Varsity/Head 9 <sup>th</sup> Gr Boys Golf Coach	8/11/25	\$3,514
Waddell, Micah	LMHS: Assistant Boys Track Coach	3/24/25	\$500

#### **Co/Extra-Curricular Staff: Resignations**

<b>Name</b>	<b>Assignment</b>	<b>Dept Action</b>	<b>Reason</b>
Baker, Tasia	LMHS: Head Varsity Girls Bowling Coach	2/21/25	Personal
Belin, Tom	LMHS: Head Varsity Girls Swim Coach	3/24/25	Personal
Gasper, Matt	EX: Assistant 8 <sup>th</sup> Gr Football Coach	3/11/25	Personal
Rastetter, Kelsey	LMHS: Asst Varsity/JV Girls Basketball Coach	3/24/25	Personal
Rowland, Nikki	LMHS: Head JV1 Girls Basketball Coach	3/24/25	Personal
Vorhies, Kathy	LMHS: Head Boys Swimming Coach	3/24/25	Personal
Westpfahl, Beau	EX: Assistant 7 <sup>th</sup> Gr Football Coach	2/25/25	Personal

### **802: Approval of February 24<sup>th</sup> Board Minutes – Exhibit 802.1**

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

### **804: Approval of Contracts/Agreements – Exhibits 804.1-18**

1. Coe College student teaching agreement
2. Hawkeye Community College student field experience agreement
3. Morningside University student teaching agreement
4. Ahlers & Cooney bond counsel and disclosure counsel engagement letter
5. Unzeitag Construction change order #3 for LMHS extension renovation project
6. Peak Construction change order #18 for the Educational Leadership Center
7. Dryspace, Inc., agreement for the Excelsior roof project
8. Raptor Technologies Visitor Safe software subscription services
9. Edmentum EdOptions Academy program agreement
10. Goodwill of the Heartland pre-employment and job placement agreement
11. Goodwill of the Heartland work experience agreement
12. Securly agreement for Filter Premium and Pass Core subscriptions
13. Securly agreement for Classroom Premium subscription
14. Ohiopyle Prints commercial licensing agreement
15. KKK Holdings (dba Level10) commercial licensing agreement

16. Rebecca Nederhiser independent contractor agreement for work with LMHS Orchestra
17. Rachel Peters independent contractor agreement for work with LMHS Orchestra
18. Julia Sakarova independent contractor agreement for work with LMHS Orchestra
19. Interagency agreements for Special Education instructional services with Benton CSD (1), Cedar Rapids CSD (9), Clayton Ridge CSD (1), College CSD (1), Dubuque CSD (2), Iowa City CSD (1), Marion Independent (8), Mt Vernon CSD (1), PCM (1), SE Polk CSD (1), and Springville CSD (4). *For student confidentiality, exhibits are not provided.*

### **805: Overnight Trip Request – Exhibits 805.1-2**

1. FBLA to attend State Leadership Conference in Cedar Rapids on March 31-April 1
2. Model United Nations to attend spring conference in Cedar Falls on April 3-4

### **806: Financial Reports – Exhibits 806.1-2**

1. School Finance & Cash Balance Reports as of February 29, 2024
2. School Finance & Cash Balance Reports as of February 28, 2025

### **807: Disposition of Obsolete Equipment**

Per Iowa Code (§§ 297.22-25) and Board Policy 902.6, the district will list for sale obsolete equipment and furnishings on GovDeals.com. Items for sale: 2006 Bluebird All American LIFT bus, 2008 Bluebird All American [Engine issue], 2009 Bluebird All American bus, and 2010 Thomas EZ Liners.

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

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

President Lowe Lancaster reviewed the calendar and volunteers were chosen to cover the Marion City Council meetings.

<b>Date</b>	<b>Time</b>	<b>Event</b>	<b>Location</b>
<i>April 1</i>	--	<i>No School – Professional Day/Workday</i>	--
April 3	9:00 AM	Policy Committee	Boardroom
April 3	5:30 PM	Marion City Council ( <i>Thomas</i> )	City Hall
<i>April 8</i>	<i>5:30 PM</i>	<i>Lion Learning On the Road Session</i>	<i>LMHS Cafeteria</i>
April 10	8:30 AM	Finance/Audit Committee (F/AC)	Boardroom
April 14	5:00 PM	LMCSD Board of Directors Meeting & Exempt Session	Boardroom
April 17	5:30 PM	Marion City Council ( <i>Buchholz</i> )	City Hall
<i>April 18</i>	--	<i>No School – Teacher Comp Day</i>	--
April 23	4:30 PM	Educational Leadership Center Ribbon Cutting/Open House	ELC
April 24	4:00 PM	School Improvement Advisory Committee (SIAC)	Boardroom
April 24	4:00 PM	Venture Academics Advisory (VAA)	Venture Room 104/105
April 28	5:00 PM	LMCSD Board of Directors Meeting	Boardroom
<b>Date</b>	<b>Time</b>	<b>Event</b>	<b>Location</b>
May 1	8:30 AM	Board Visit	Westfield Elementary
May 1	10:00 AM	Policy Committee	Boardroom
<i>May 5</i>	<i>7:00 PM</i>	<i>LMHS Senior Recognition Night</i>	<i>LMHS Auditorium</i>
May 8	8:30 AM	Finance/Audit Committee (F/AC)	Boardroom
May 8	5:30 PM	Marion City Council	City Hall

<b>Date</b>	<b>Time</b>	<b>Event</b>	<b>Location</b>
May 12	5:30 PM	LMCSD Board of Directors Meeting	Boardroom
May 14	4:00 PM	LMHS School Counselors Advisory	LMHS College/Career Cntr
<i>May 14</i>	<i>5:30 PM</i>	<i>Lions/Volunteer Awards</i>	<i>Boardroom</i>
<i>May 21</i>	<i>--</i>	<i>LMHS Seniors Last Day</i>	<i>--</i>
May 22	5:30 PM	Marion City Council	City Hall
May 25	1:00 PM	LMHS Graduation Ceremony	Alliant Powerhouse
<i>May 26</i>	<i>--</i>	<i>No School – Memorial Day</i>	<i>--</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>
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 127-03-31***

**MOTION** by Buchholz to adjourn the meeting at 6:12 PM. Second by Walker. Voice vote, all ayes. Motion carried.

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Katie Lowe Lancaster, Board President

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Jon Galbraith, Board Secretary/Treasurer

## BOARD OF DIRECTORS SPECIAL SESSION MARCH 31, 2025 @ 6:30 PM

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

The special session of the Linn-Mar Board of Directors was called to order at 6:30 PM in the boardroom of the Educational Leadership Center (3556 Winslow Road, Marion). Roll was taken to determine a quorum. Present: Buchholz, Morey, Thomas, and Lowe Lancaster. Walker arrived at 5:03 PM. Absent: Foss and Mansoor. Administration present: Kortemeyer, Galbraith, Wear, and Nelson. Absent: Ramos, Christian, and Frick.

### **200: ADOPTION OF AGENDA – *Motion 128-03-31***

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

### **300: PUBLIC HEARING**

A public hearing was held, as required, as part of the district's FY26 Certified Budget Proposed Tax Notice.

### **301: Opening Statement**

President Katie Lowe Lancaster read an opening statement regarding the public hearing.

### **302: Receive Written Comments**

No written comments were received.

### **303: Receive Oral Comments**

President Lowe Lancaster opened the floor to oral comments. Comments were received from Randy Walker, resident; Becky Dunk, resident; and Mike Podoll, resident .

### **400: ADJOURNMENT – *Motion 129-03-31***

**MOTION** by Buchholz to adjourn the special session at 6:42 PM. Second by Morey. Voice vote, all ayes. Motion carried.

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Katie Lowe Lancaster, Board President

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Jon Galbraith, Board Secretary/Treasurer