

**BOARD OF DIRECTORS MINUTES
MAY 12, 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, Foss, Mansoor, Morey, Thomas, Walker, and Lowe Lancaster. Administration present: Kortemeyer, Galbraith, Ramos, Wear, Frick, Nelson, and Christian.

200: ADOPTION OF AGENDA – Motion 149-05-12

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

300: PUBLIC HEARINGS *(SPG #1-Community Engagement & #5-Resource Management)***301: Public Hearing on Proposed Issuance of Bonds – Refer to Exhibit 702.1**

President Lowe Lancaster opened the public hearing at 5:02 PM regarding the proposed issuance of approximately \$31,000,000 School Infrastructure Sales, Services, and Use Tax Revenue Bonds, for use in the construction and furnishing of the proposed Indoor Activities Center & Renovation Projects. No comments were received. The public hearing was closed at 5:02 PM.

302: Public Hearing on Amended Certified Budget for FY25 - Refer to Exhibit 703.1

President Lower Lancaster opened the public hearing at 5:03 PM regarding the amended certified budget for fiscal year 2025. No comments were received. The public hearing was closed at 5:03 PM.

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 "Pride & Pack" article that was included in the *Marion Messenger*; congratulated Mehal Raghvani for receiving the Service Above Self Award presented by the Daybreak Rotary; highlighted the middle school students' performance at the Festival of Bands, the LMHS Cultural Fair, and the ELC ribbon cutting & open house event; offered congratulations to the students recognized during Senior Recognition Night, and thanked everyone who gave donations for the LMHS Post Prom event.

600: INFORMATIONAL REPORTS

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

The board reported they enjoyed the excitement and pride shown by the choir and student guides during their visit to Westfield Elementary on May 1st. They also enjoyed seeing the students and staff engaged in learning.

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

Director Thomas reported that during the May 1st Policy Committee meeting several recommendations from the Iowa Association of School Boards were reviewed and some will be reconsidered at the May 22nd meeting.

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

Vice President Buchholz reported that during the May 8th Finance/Audit Committee meeting topics included the budget, bond sales, audit controls, the 10-year facilities plan, the Wilkins Elementary playground resurfacing project, and CTE grant opportunities.

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

Director Thomas reported that during the May 8th Marion City Council meeting it was approved to move forward with developing a phasing and funding plan for proposed improvements at Lowe Park.

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

Director Thomas reported that the Governor signed into effect the bill regarding student use of personal electronic devices and that several other educational bills are still pending.

606: Superintendent's Report – Exhibit 606.1 *(SPG #1-Community Engagement)*

Superintendent Kortemeyer shared several district honors and highlights, reviewed her recent meeting/event attendance, gave an update on the progress of the new performance venue project, and shared several reminders of upcoming events.

700: UNFINISHED BUSINESS

Matt Gillaspie, Piper Sandler, presented information on the bids received regarding the sale of bonds for the new performance venue, with the recommendation that the bid go to BOK Financial Securities of Dallas, Texas.

701: Approval of Resolution Directing Sale of Bonds (For the Performance Venue) – Exhibit 701.1 *(SPG #5-Resource Management / BG #3.c-District Culture)*

MOTION by Thomas to approve the resolution directing the sale of \$10,000,000.00 School Infrastructure Sales, Services, and Use tax revenue bonds, series 2025, to BOK Financial Securities (Dallas, TX). Second by Buchholz. Roll call vote, all ayes.
Motion carried.

– **Motion 150-05-12**

702: Approval of Resolution Directing Issuance of Bonds (For the Indoor Activities Center & Renovation Projects) – Exhibit 702.1

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

MOTION by Morey to approve the resolution regarding the proposed issuance of approximately \$31,000,000 School Infrastructure Sales, Services, and Use Tax Revenue Bonds, for the purpose of providing funds to expand, remodel, repair, improve, furnish, and equip the indoor activity center, including costs of issuance and a debt service reserve fund if required by the purchaser; with any bond proceeds remaining after completion of this project used for other school infrastructure projects as authorized by the School District's Revenue Purpose Statement. Second by Buchholz. Roll call vote, all ayes. Motion carried.

– **Motion 151-05-12**

703: Approval of FY25 Amended Certified Budget – Exhibit 703.1

(SPG #5-Resource Management)

– **Motion 152-05-12**

MOTION by Walker to approve the amended certified budget for fiscal year 2024-25 as presented in Exhibit 703.1. Second by Thomas. Roll call vote, all ayes. Motion carried.

800: NEW BUSINESS

801: Approval of Resolution – Exhibit 801.1 – Motion 153-05-12

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

MOTION by Buchholz to approve the resolution adopting the Linn County Multi-Jurisdictional Hazard Mitigation Plan for years 2025 thru 2030 as presented in Exhibit 801.1. Second by Mansoor. Voice vote, all ayes. Motion carried.

802: Approval of Student Fees for 2025-26 – Exhibit 802.1 – Motion 154-05-12

(SPG #5-Resource Management)

MOTION by Foss to approve the student fee schedule for the 2025-26 school year as presented in Exhibit 802.1. Second by Walker. Director Foss thanked the group that prepared the fee schedule. Voice vote, all ayes. Motion carried.

803: Approval of Fundraising Requests – Exhibit 803.1 *(SPG #5-Resource Management)*

MOTION by Mansoor to approve the fundraising requests as presented in Exhibit 803.1. Second by Thomas. Voice vote, all ayes. Motion carried.

– **Motion 155-05-12**

804: Approval of Open Enrollment Requests *(SPG #2-Learning Excellence & 3-Learner Experience)*

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

– **Motion 156-05-12**

Approved IN	Student Name	Grade	Resident District	School Year
	Tompkins, Jersei	K	Cedar Rapids CSD	2025-26
	Tran, Everett	K	Marion Independent	2025-26

Approved OUT	Student Name	Grade	Requested District	Reason	School Year
	Loftsgard, Brooklyn	9 th	Marion Independent	Good cause	2025-26

Denied OUT	Student Name	Grade	Requested District	Reason	School Year
	Foster, Mackenzie	8 th	Alburnett CSD	Late, no good cause	2025-26

805: Approval of FY26 PTNS Agreement (SPG #4-People & Culture / BG #3.a-District Culture)

MOTION by Buchholz to approve a 2.58% total package increase for the Part-Time Nutrition Services Staff for fiscal year 2025-26. Second by Mansoor. Voice vote, all ayes. Motion carried.

– **Motion 157-05-12**

806: Approval of FY26 Transportation Department Agreement

MOTION by Foss to approve a 2.57% total package increase for the Transportation Department Staff for fiscal year 2025-26. Second by Walker. Voice vote, all ayes. Motion carried. (SPG #4-People & Culture / BG #3.a-District Culture)

– **Motion 158-05-12**

807: Approval of FY26 LMSA Agreement (SPG #4-People & Culture / BG #3.a-District Culture)

MOTION by Walker to approve a 2.59% total package increase for the Linn-Mar Service Association for fiscal year 2025-26. Second by Thomas. Voice vote, all ayes. Motion carried.

– **Motion 159-05-12**

808: Approval of FY26 LMSEAA Agreement (SPG #4-People & Culture / BG #3.a-District Culture)

MOTION by Morey to approve an 8.55% total package increase for the Linn-Mar Secretarial and Education Assistant Association for fiscal year 2025-26. Second by Mansoor. Director Morey clarified the package increase would raise the Student Support Associate hourly wage to \$17.00/hour. Voice vote, all ayes. Motion carried.

– **Motion 160-05-12**

809: Approval of FY26 Administrators/Managers/Exempt/Non-Exempt Staff Agreement (SPG #4-People & Culture / BG #3.a-District Culture)

MOTION by Foss to approve a 2.57% total package increase for the administrators, managers, exempt, and non-exempt staff for fiscal year 2025-26. Second by Thomas. Ayes: Foss, Mansoor, Morey, Thomas, Walker, and Lowe Lancaster. Abstained: Buchholz. Motion carried.

– **Motion 161-05-12**

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

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

– **Motion 162-05-12**

901: Personnel

Certified Staff: Assignments/Reassignments/Transfers

Name	Assignment	Dept Action	Salary Placement
Faber, Anne	ELC: Exec Dir of Student Services	7/1/25	\$136,000
Galbreath, Shannon	ELC: Student Services Coordinator	8/1/25	\$88,000
Giannakouros, Eldon	LMHS: Student Support Services Teacher	8/13/25	BA, Step 1
Hammes, Dan	LMHS: Associate Athletic Director	7/1/25	\$105,000
Snead, Chelsi	LMHS: From .67 to 1.0 PE/Health Teacher	8/18/25	Same
Steffensmeier, Ryan	LMHS: Science Teacher	8/13/25	MA, Step 1

Certified Staff: Resignations

Name	Assignment	Dept Action	Reason
Hutcheson, Mark	ELC: Director of HS Teaching & Learning	6/30/25	Retirement
Jourdan-McSperrin, Kerry	HP: 6 th Gr Teacher	6/5/25	Retirement
McNeil, Carol	LG: Reading Teacher	6/5/25	Retirement
Nelson, Cindy	NE: Reading Teacher	6/5/25	Retirement

Classified Staff: Assignments/Reassignments/Transfers

Name	Assignment	Dept Action	Salary Placement
Coburn, Dave	NS: LMHS General Help/Cashier	4/28/25	LMSA A+.25, Step 1
Hess, Andrea	NS: BW General Help/Cashier-From 6 to 2.5 hours/day	5/1/25	Same
Locker, Hadlee	AC: Aquatic Instructor	5/5/25	\$12.00/hour
Palermo, Renee	NS: General Help	5/7/25	LMSA A, Step 1
Platten, Michelle	EH: From SSA to Paraprofessional	8/20/25	LMSEAA B, Step 7

Classified Staff: Resignations

Name	Assignment	Dept Action	Reason
Costello, Abby	LMHS: Student Support Associate	4/24/25	Personal
Fassellius, Casey	ELC: HR Generalist	5/16/25	Other employment
Hess, Andrea	NS: WE General Help	5/2/25	Personal
Parikh, Ruchiben	BW: Student Support Associate	5/9/25	Relocation
Suchan, Judy	NS: BW Satellite Manager/General Help	6/4/25	Retirement
Warren, Brenda	LMHS: Student Support Associate	6/4/25	Other employment

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

Name	Assignment	Dept Action	Salary Placement
Booth-Baisten, Joyce	LMHS: ALO Coordinator	4/24/25	\$1,800
Cosgrove, Catie	LMHS: Asst 10 th Gr Volleyball Coach	8/11/25	\$3,514
Davies, Mike	LMHS: Drumline Mini Camp Instructor	4/16/25	\$500
Gorman, Erin	EX: Jr ALO Coordinator	4/24/25	\$1,000
Hammes, Jen	LMHS: Asst Varsity Poms Coach	8/11/25	\$2,733
Koch, Ella	LMHS: Asst Volleyball Coach	8/11/25	\$3,000
Mullin, Brooke	Jr SODA Coordinator	4/24/25	\$1,000
Robson, Lexi	LMHS: Show Choir Audition Choreographer/Judge	5/20/25	\$2,400
Stone, Sherry	LMHS: Color Guard Camp Instructor	4/16/25	\$500
Streff, Anna	LMHS: Asst JV Softball Coach	5/12/25	\$3,000
Terrell, Vanessa	LMHS: JV Color Guard Mini Camp Instructor	4/16/25	\$500
Young, Jacob	OR: Jr ALO Coordinator	4/24/25	\$1,000

Co/Extra-Curricular Staff: Resignations

Name	Assignment	Dept Action	Reason
Mahmens, Mitch	LMHS: Asst Varsity Football Coach	5/5/25	Personal

902: Approval of April 28th Board Minutes – Exhibit 902.1**903: Approval of Bills/Warrants – Exhibit 903.1**

904: Approval of Contracts/Agreements – Exhibits 904.1-11

1. Piper Sandler amendment to April 8, 2025, financial services agreement
2. Bohnsack & Frommelt agreement for audit services
3. McComas-Lacina Construction change order #7 for the new performance venue
4. K-12 Technology Group agreement for new phone system
5. Republic Services renewal for trash and recycling services
6. Junior Achievement of Eastern Iowa agreement for 2025-2026
7. Rock Valley Physical Therapy athletic trainer agreement
8. Scenario Learning (dba Vector Solutions) K-12 Vector training subscription
9. Buena Vista University student teaching agreement for 2025-2028
10. Jonah Prall independent contractor agreement for 5-8 gr summer band lessons
11. Amendment to City of Marion 28E agreement for the Wilkins/Taube Park Playground Project
12. Interagency agreements for Special Education instructional services with Cedar Rapids CSD (7), Goodwill of the Heartland Career Connections (1), and Marion Independent (3).

905: Overnight Trip Request – Exhibit 905.1

1. LMHS Show Choir to attend Gretna East Invitational in Gretna, NE (Jan 23-24, 2026)

1000: BOARD CALENDAR & COMMUNICATIONS

President Lowe Lancaster reviewed the calendar and requested a volunteer for the June 19th Marion City Council meeting.

1001: Board Calendar & Communications

Date	Time	Event	Location
May 14	4:00 PM	LMHS School Counselors Advisory	LMHS College/Career Ctr
<i>May 14</i>	<i>5:30 PM</i>	<i>Lions/Volunteer Awards (Reception @ 5:00 PM)</i>	<i>Boardroom</i>
<i>May 21</i>	--	<i>LMHS Seniors Last Day</i>	--
May 22	11:00 AM	Policy Committee	Boardroom
May 22	5:30 PM	Marion City Council (<i>Morey</i>)	City Hall
May 25	1:00 PM	LMHS Graduation Ceremony	Alliant Powerhouse
<i>May 26</i>	--	<i>No School – Memorial Day</i>	--
Date	Time	Event	Location
<i>June 4</i>	--	<i>Last Day of School – 2-Hour Early Dismissal</i>	--
<i>June 5</i>	--	<i>Teacher Workday</i>	--
June 5	5:30 PM	Marion City Council (<i>Buchholz</i>)	City Hall
June 9	5:00 PM	LMCSD Board of Directors Meeting	Boardroom
<i>June 19</i>	--	<i>District Closed – Juneteenth</i>	--
June 19	5:30 PM	Marion City Council (<i>Mansoor</i>)	City Hall
Date	Time	Event	Location
July 3	5:30 PM	Marion City Council	City Hall
<i>July 4</i>	--	<i>District Closed – Fourth of July</i>	--
July 14	5:00 PM	LMCSD Board of Directors Meeting	Boardroom
July 17	5:30 PM	Marion City Council	City Hall

1002: Board Committees/Advisories

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

1100: ADJOURNMENT – Motion 163-05-12

MOTION by Morey to adjourn the meeting at 6:05 PM. Second by Thomas. Voice vote, all ayes. Motion carried.

Katie Lowe Lancaster, Board President

Jonathan Galbraith, Board Secretary/Treasurer

**BOARD OF DIRECTORS
CLOSED SESSION MINUTES
MAY 12, 2025****100: CALL TO ORDER & DETERMINATION OF A QUORUM**

The session of the Linn-Mar Board of Directors was called to order at 6:20 PM in the boardroom of the Educational Leadership Center (3556 Winslow Rd, Marion). Roll was taken to determine a quorum. Present: Buchholz, Foss, Mansoor, Morey, Thomas, Walker, and Lowe Lancaster. Administration present: Kortemeyer.

200: ADOPTION OF AGENDA – Motion 164-05-12

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

300: CLOSED SESSION**301: Move into Closed Session – Motion 165-05-12**

MOTION by Morey to move into closed session at 6:21 PM per Iowa Code 21.5(1)(i), *"to evaluate the professional competency of an individual whose appointment, hiring, performance, or discharge is being considered when a closed session is necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session."* Second by Walker. Roll call vote, all ayes. Motion carried.

***The board returned to open session at 7:55 PM.*

400: ADJOURNMENT – Motion 166-05-12

MOTION by Morey to adjourn the session at 7:56 PM. Second by Thomas. Voice vote, all ayes. Motion carried.

Katie Lowe Lancaster, Board President

Jonathan Galbraith, Board Secretary/Treasurer