

**BOARD OF DIRECTORS MINUTES  
AUGUST 4, 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, Christian, and Nelson. Absent: Faber.

**200: ADOPTION OF AGENDA**

– **Motion 14.08.04**

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

**300: PUBLIC HEARING – Refer to Exhibit 601.1**

*(SPG #1-Community Engagement)*

A public hearing was held on the proposed extension of the Instructional Support Levy. No comments were received.

**400: AUDIENCE COMMUNICATIONS**

*(SPG #1-Community Engagement)*

1. Scott Foens, parent, equality

**500: INFORMATIONAL REPORTS****501: Marion City Council Report**

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

Director Mansoor reported that during the July 17th Marion City Council meeting a hold harmless agreement was approved for the LM homecoming parade and property east of Lucore Road and north of Artesian Road was approved for rezoning from SR-2 to SR-3 suburban, medium-density, single-family residential.

**502: Superintendent's Report – Exhibit 502.1**

*(SPG #1-Community Engagement)*

Superintendent Kortemeyer shared several district highlights and honors, updates on current facilities projects, welcomed back the LM administrators and staff, highlighted several meetings she has recently attended, and shared several reminders of upcoming events.

## **600: UNFINISHED BUSINESS**

### **601: Approval of Resolution for Continued Participation in ISL – Exhibit 601.1**

**MOTION** by Buchholz to approve the resolution authorizing continued participation in the Instructional Support Levy Program. Second by Walker. Voice vote, all ayes. Motion carried. (SPG #5-Resource Management / BG #3.a-District Culture) – **Motion 15.08.04**

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

**MOTION** by Morey to approve the second reading of the policy recommendations as presented in Exhibit 602.1. Second by Thomas. Director Foss requested clarification on possible legal liabilities. President Lowe Lancaster and Director Thomas shared that removing the DEI titles was per legislation and legal advice and that the other policy recommendations were still pending additional consideration by the Policy Committee. Voice vote, all ayes. Motion carried. – **Motion 16.08.04**

### **603: Approval of Legislative Priorities – Exhibits 603.1-2** (BG #1.a-Visionary Team)

President Lowe Lancaster facilitated a discussion of the board's legislative priorities for 2025-26. After discussion, the Board selected, in no particular order, Local Accountability/Decision-Making, School Funding Policy, Mental Health, and Preschool as their top four areas of focus. The Board also agreed to focus on Dropout/At-Risk and Student Achievement for the 2025-26 school year.

**MOTION** by Morey to approve the board's legislative priorities for 2025-26 as discussed. Second by Mansoor. Voice vote, all ayes. Motion carried. – **Motion 17.08.04**

## **700: NEW BUSINESS**

### **701: Approval of Metro Interagency Insurance Program Representatives**

**MOTION** by Buchholz to approve Jon Galbraith as the 2025-26 MIIP representative and Karla Christian as the alternate. Second by Mansoor. Voice vote, all ayes. Motion carried. – **Motion 18.08.04**

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

**MOTION** by Mansoor to approve the open enrollment requests as presented. Second by Buchholz. Voice vote, all ayes. Motion carried. – **Motion 19.08.04**

Approved IN	Student Name	Grade	Resident District
	Chin, Emily	11 <sup>th</sup>	Cedar Rapids CSD
	Cook, Scarlet	5 <sup>th</sup>	College CSD
	Houchin, Ann	K	Cedar Rapids CSD
	Loftsgard, Avery	1 <sup>st</sup>	Cedar Rapids CSD
	McNeil, Karter	K	Marion Independent
	Taylor, Alexis	5 <sup>th</sup>	Center Point-Urbana CSD

Denied OUT	Student Name	Grade	District Requested	Reason
	Martin, Lexi	1 <sup>st</sup>	Cedar Rapids CSD	Late, no good cause
	Ruprecht, Olivia	12 <sup>th</sup>	Marion Independent	Late, no good cause

### **703: Approval of Indoor Activities Center Owner/Architect Agreement**

#### **Exhibits 703.1a-b**

**MOTION** by Walker to approve the indoor activities center owner/architect agreement as presented in Exhibit 703.1. Second by Buchholz. Director Foss clarified that this was part of the previously approved 10-year facilities plan and is a continuation of the architect agreement. Voice vote, all ayes. Motion carried.

– **Motion 20.08.04**

### **704: Approval of Franklin Covey Leader in Me Renewal – Exhibit 704.1**

**MOTION** by Walker to approve the Franklin Covey Leader in Me renewal agreement as presented in Exhibit 704.1. Second by Buchholz. Director Morey stated that some people support the program and some don't and that she would be representing the voice of those who don't in her vote. Voice vote. Ayes: Buchholz, Foss, Mansoor, Thomas, Walker, and Lowe Lancaster. Nays: Morey. Motion carried.

– **Motion 21.08.04**

### **705: Approval of 2025-26 Strategic Plan Short-Term Goals** (BG #1.a-Visionary Team)

**MOTION** by Buchholz to approve the 2025-26 Strategic Plan short-term goals as presented. Second by Walker. Director Foss thanked Superintendent Kortemeyer and the Cabinet for their work on the Strategic Plan. Voice vote, all ayes. Motion carried.

– **Motion 22.08.04**

### **800: 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 and McKenna Keeney was welcomed back from RIF status. Director Foss highlighted the Raptor Technologies agreement and shared that last year's pilot of the program received great reviews. Director Thomas was excited to see several student event approvals in the fundraising and overnight trip requests.

– **Motion 23.08.04**

### **801: Personnel**

#### **Certified Staff: Assignments/Reassignments/Transfers**

Name	Assignment	Dept Action	Salary Placement
Deahl, Jessica	LMHS: From Student Assistance Specialist to Academic Assistance Counselor	8/4/25	MA, Step 15
Keeney, McKenna	BW: Kindergarten Teacher (Recall from RIF)	8/18/25	BA, Step 2
Kuper, Colin	LMHS: Social Studies Teacher	8/13/25	BA, Step 1
Warren, Brenda	EX: Literacy Teacher	8/13/25	BA, Step 7

#### **Certified Staff: Extended Leave of Absence**

Name	Assignment	Dept Action	Reason
Krueger, Angela	BW: Kindergarten Teacher	2025-26 School Year	Personal, LMEA good cause

**Classified Staff: Assignments/Reassignments/Transfers**

Name	Assignment	Dept Action	Salary Placement
Bhawna, Fnu	LMHS: Student Support Associate	8/19/25	LMSEAA A, Step 1
Bures, Jessica	LMHS: Student Support Associate	8/19/25	LMSEAA A, Step 1
Crosser, Tammy	NS: EX From Lead Cook to Production Mngr	8/5/25	\$18.75/hour
Erbes, Dorian	NS: IC General Help	8/18/25	PTNS, Step 1
Fisher, Danielle	NS: BW General Help	8/18/25	PTNS, Step 1
Gurumurthy, Jayashree	LMHS: Student Support Associate	8/19/25	LMSEAA A, Step 1
Herring, Ayaka	NS: EH From General Help to Baker	8/18/25	LMSA A+.25, Step 1
Karthik Raja, Eswari	LMHS: Student Support Associate	8/19/25	LMSEAA A, Step 1
Koehler, Luke	LMHS: Student Supervisor	8/18/25	\$15.00/hour
McCalley, Carissa	HP: Student Support Associate	8/19/25	LMSEAA A, Step 1
McLaughlin, Gail	NS: BW Satellite Mngr/General Help	8/4/25	PTNS, Step 5
Noble, Christina	NS: LMHS General Help	8/18/25	PTNS, Step 1
Pollard, Dustin	O&M: WE From Custodian to Lead Custodian	7/1/25	LMSA C+.50, Step 11
Robbins, Casey	LMHS: From SSA to Employment Specialist	8/18/25	\$20.00/hour
Sheckler, Stacey	IC: Student Support Associate	8/19/25	LMSEAA A, Step 1
Steffen, Jayden	OR: Student Support Associate	8/19/25	LMSEAA A, Step 1
Stivers, Jon	AC: Aquatic Instructor	7/14/25	\$15.00/hour
Talcott, Chris	O&M: From Custodian to Mail Delivery Driver	7/14/25	Same
Wei, Sammi	WF: Student Support Associate	8/19/25	LMSEAA A, Step 1
Williams, Shay	AC: Aquatic Instructor	7/7/25	\$12.00/hour
Wilson, Sara	LMHS: Student Support Associate	8/19/25	LMSEAA A, Step 1

**Classified Staff: Resignations**

Name	Assignment	Dept Action	Reason
Anderson, Jillian	LG: Student Support Associate	7/8/25	Personal
Brewer, James	OR: Student Support Associate	7/7/25	Relocation
Gongwer, Jams	TR: Bus Rider	7/8/25	<b>Retirement</b>
Henry, Justine	ELC: Accounts Receivable Specialist	7/1/25	Personal
Krecioch, Mandi	O&M: LG Lead Custodian	6/27/25	Other employment
McCallum, James	TR: Bus Driver	7/21/25	Other employment
Mikkelson, Robert	LMHS: Student Support Associate	7/17/25	Other employment
Palermo, Renee	NS: LMHS General Help	7/28/25	Personal
Rigby, Jane	NS: EH Baker/General Help	7/14/25	<b>Retirement</b>
Sam, Danika	BP: Student Support Associate	7/7/25	Other employment
Wells, Andria	TR: Regular Sub Bus Driver	7/24/25	Other employment

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

Name	Assignment	Dept Action	Salary Placement
Armbrust, Samantha	LMHS: Head Girls Swim Coach	8/11/25	\$5,856.00
Baker, Troy	LMHS: Asst Varsity Football Coach	8/1/25	\$2,500.00
Battern, Josh	LMHS: Volleyball Camp Coach	7/11/25	\$500.00
Behning, Brian	OR: 7 <sup>th</sup> Gr Asst Football Coach	8/1/25	\$3,132.00
Bootsmiller, Ian	LMHS: Asst Varsity Football Coach	8/1/25	\$2,500.00
Chaloupka, Logan	LMHS: Speech Coach	8/25/25	\$2,349.00
Cosgrove, Catie	LMHS: Volleyball Camp Coach	7/11/25	\$500.00
Davies, Michael	LMHS: Marching Band Instructor	8/4/25	\$1,048.00
Eivins, Jared	LMHS: Asst JV1 Girls Basketball Coach	11/10/25	\$3,523.00
Fontenot, Elizabeth	OR: Summer Vocal Lessons	6/9/25	\$5,253.74
Harris, Madison	LMHS: Volleyball Camp Coach	7/11/25	\$200.00
Hofmeister, Lakeysha	LMHS: Speech Coach	8/25/25	\$2,349.00
Kraeplin, Amy	BP: Summer Band Camp	7/15/25	\$388.25

Lippert, Jordan	LMHS: Volleyball Camp Coach	7/11/25	\$500.00
Merulla, Katie	LMHS: Robotics Summer Camp	7/7/25	\$1,200.00
Orr, Marcus	LMHS: Asst Varsity Football Coach	8/1/25	\$1,000.00
Rowland, Nikki	LMHS: Volleyball Camp Coach	7/11/25	\$1,000.00
Schirmers, Noah	LMHS: Asst Varsity Football Coach	8/1/25	\$2,500.00
Shipley, Mike	EX: Head 8 <sup>th</sup> Gr Football Coach	8/18/25	\$3,523.00
Stone, Sherry	LMHS: Color Guard Instructor	8/4/25	\$1,633.00
Terell, Vanessa	LMHS: Color Guard Instructor	8/4/25	\$1,915.00
Vieth, Kelly	BP: Summer Orchestra Lessons (July)	7/7/25	\$3,589.08
Von Lehmden, Ellie	LMHS: Volleyball Camp Coach	7/11/25	\$500.00
Wiese, Drew	LMHS: Asst Varsity Football Coach	8/1/25	\$2,500.00

### **802: Approval of July 7<sup>th</sup> Board Minutes – Exhibit 802.1**

### **803: Approval of July 30<sup>th</sup> Board Work Session Minutes – Exhibit 803.1**

### **804: Approval of Bills/Warrants – Exhibit 804.1a-b**

### **805: Approval of Contracts/Agreements – Exhibits 805.1-9**

1. Solution Tree professional development purchase agreement
2. GWAEA Shared Math Consultant agreement
3. GWAEA Shared Social-Emotional-Behavior Health (SEBH) Consultant agreement
4. GWAEA Shared Literacy Consultant agreement
5. Culver's Corridor Storage lease agreement
6. Matthew Greco independent contractor agreement-work with LMHS Dance Team
7. Raptor Technologies visitor/volunteer management software implementation
8. Pel Industries commercial licensing agreement
9. Marion Cares non-commercial licensing agreement
10. Special Education instructional services agreements from Alburnett CSD (1), West Liberty CSD (1), and Woodward-Granger CSD (1). *For student confidentiality, exhibits are not provided.*

### **806: Fundraising Requests – Exhibits 806.1-3**

1. LMHS Student Council to host Homecoming dance in September
2. LMHS Student Council to host fall fundraiser in October
3. LMHS Student Council to host Spring Fling dance in March

### **807: Overnight Trip Request – Exhibit 807.1**

1. Venture Science to attend Student Ocean Conference in Dubuque, IA Sept 24-25

### **808: Informational Financial Reports – Exhibits 808.1-2**

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

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

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

President Lowe Lancaster reviewed the calendar, requested volunteers to attend the September Marion City Council meetings, and shared information on the upcoming school board elections. Directors Thomas and Morey shared they were disappointed they would not be able to attend the new teacher luncheon this year.

<b>Date</b>	<b>Time</b>	<b>Event</b>	<b>Location</b>
August 7	5:30 PM	Marion City Council Meeting ( <i>Thomas</i> )	City Hall
August 8	1:00 PM	Facilities Advisory Committee Meeting	Boardroom
August 12	2:00 PM	Policy Committee Meeting	Boardroom
<i>August 13</i>	--	<i>New Teacher Orientation</i>	--
<i>August 14</i>	--	<i>New Teacher Orientation</i>	--
<i>August 18</i>	--	<i>Teacher Workday</i>	--
August 18	5:00 PM	LMCSD Board of Directors Meeting	Boardroom
<i>August 19</i>	--	<i>Professional Day</i>	--
<i>August 20</i>	--	<i>Professional Day</i>	--
<i>August 21</i>	--	<i>Teacher Workday</i>	--
August 21	5:30 PM	Marion City Council Meeting ( <i>Morey</i> )	City Hall
<i>August 22</i>	--	<i>Professional Day</i>	--
<i>August 25</i>	--	<i>First Day of School K-9<sup>th</sup> Grades</i>	--
<i>August 26</i>	--	<i>First Day of School 10<sup>th</sup>-12<sup>th</sup> Grades</i>	--
<b>Date</b>	<b>Time</b>	<b>Event</b>	<b>Location</b>
<i>September 1</i>	--	<i>No School (Labor Day)</i>	--
<i>September 2</i>	--	<i>First Day of School Pre-K</i>	--
September 4	5:30 PM	Marion City Council Meeting ( <i>Mansoor</i> )	City Hall
September 8	5:00 PM	LMCSD Board of Directors Meeting	Boardroom
September 11	8:30 AM	Board Visit	Oak Ridge
September 18	8:30 AM	Finance/Audit Committee Meeting	Boardroom
<i>September 18</i>	--	<i>High School Conferences</i>	--
September 18	5:30 PM	Marion City Council Meeting ( <i>Mansoor</i> )	City Hall
September 22	5:00 PM	LMCSD Board of Directors Meeting	Boardroom
September 25	11:30 AM	Board Visit	Boulder Peak
<i>September 29</i>	--	<i>No School (Professional Day)</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 24.08.04**

**MOTION** by Buchholz to adjourn the meeting at 6:50 PM. Second by Morey. Voice vote, all ayes. Motion carried.

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Katie Lowe Lancaster, Board President

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Jonathan Galbraith, Board Secretary/Treasurer