

**BOARD OF DIRECTORS MINUTES
AUGUST 18, 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, Christian, Faber, Nelson, Ramos, and Wear.

200: ADOPTION OF AGENDA

– **Motion 25.08.18**

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

300: AUDIENCE COMMUNICATIONS

(SPG #1-Community Engagement)

No audience communications were received.

400: INFORMATIONAL REPORTS**401: Marion City Council Report**

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

Director Thomas reported that there was no business pertaining to the district during the August 7th Marion City Council meeting.

402: Facilities Advisory Committee Report

Director Morey reported that during the August 8th Facilities Advisory Committee meeting discussion included the performance venue and indoor activities center schematics; playground inspections; the potential issuing of RFPs for a demographer, architect for the OR band project, and facility needs; and a review of the 10-year facilities plan. *(SPG #1-Community Engagement & #5-Resource Management / BG #3.c-District Culture)*

403: Policy Committee Report – Refer to Exhibits 602.1 & 603.1

Director Walker reported that during the August 12th Policy Committee meeting several policies from the IASB June Primer were reviewed, as well as a few policies that were approved during the July 7th second reading that needed additional IASB recommended edits. Vice President Buchholz thanked the Policy Committee members and Cabinet for their hard work. *(BG #1.a-Visionary Team)*

404: Superintendent's Report – Exhibit 404.1

(SPG #1-Community Engagement)

Superintendent Kortemeyer shared several district honors and highlights, reviewed the current facilities projects, highlighted several recent district events including welcoming 20 new teachers, shared a staffing update, and highlighted several upcoming events.

500: UNFINISHED BUSINESS

600: NEW BUSINESS

601: Approval of Open Enrollment Requests

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

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

– **Motion 26.08.18**

Approved IN	Student Name	Grade	Resident District
	Bennett, Alexander	3 rd	Cedar Rapids CSD
	Bennett, Elyah	3 rd	Cedar Rapids CSD
	Bennett, Zechariah	K	Cedar Rapids CSD
	Calvert, Adalyn	2 nd	Marion Independent
	Candler, Bentley	K	Cedar Rapids CSD
	Khan, Tayyiba	4 th	Marion Independent
	Khan, Zareen	9 th	Marion Independent
	Peters, Dhiamand	9 th	College CSD

Denied OUT	Student Name	Grade	Requested District	Reason
	Rothchild, Adam	9 th	Marion Independent	Late, no good cause

602: First Reading of Policy Recommendations – Exhibit 602.1

(BG #1.a-Visionary Team)

MOTION by Thomas to approve the first reading of the policy recommendations as presented in Exhibit 602.1. Second by Walker. Director Morey recommended that the stricken language in policy 103.1 regarding sexual harassment be retained. Director Walker clarified that it was removed because policy 104.3 covers sexual harassment, but recommended the stricken language be moved into policy 104.3. Director Morey recommended policy 1001.4-R be reviewed due to a duplicated paragraph contained in the policy and requested clarification on the intention in the policy. Renee Nelson clarified the intention of the policy. Voice vote, all ayes. Motion carried.

– **Motion 27.08.18**

603: First Reading of Policy Recommendations – Exhibit 603.1

MOTION by Thomas to approve the first reading of the policies 104.1, 104.1-R, 104.2-E, 302.1, 303.1, and 400.1, as presented in Exhibit 603.1. Second by Buchholz. Voice vote, all ayes. Motion carried. *(BG #1.a-Visionary Team)*

– **Motion 28.08.18**

700: CONSENT AGENDA

(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 Morey. Voice vote, all ayes. Motion carried.

– **Motion 29.08.18**

701: Personnel

Certified Staff: Assignments/Reassignments/Transfers

Name	Assignment	Dept Action	Salary Placement
Lang, Ericka	EX: .5 Reading Teacher	8/13/25	MA+30, Step 18
Neihart, Julia	IC: 1 st Gr Teacher	8/13/25	BA, Step 1

Classified Staff: Assignments/Reassignments/Transfers

Name	Assignment	Dept Action	Salary Placement
Bagwell, Hunter	LMHS: Student Support Associate	8/18/25	LMSEAA A, Step 1
Chauhan, Shivangi	From BW to HP Student Support Assoc	8/19/25	Same
Friberg, Thomas	O&M: IC Part-Time Custodian	8/18/25	LMSA C, Step 1
Kirsteatter, Wade	TR: Regular Sub Bus Driver	8/6/25	Step 1
Kramer, Alison	BP: Student Support Associate	9/2/25	LMSEAA A, Step 1
Larson, Dalean	WF: Student Support Associate	8/8/25	LMSEAA A, Step 1
Leete, Barbara	WE: From SSA to Paraprofessional	8/19/25	LMSEAA B, Step 4
Mazzella, Stephanie	NS: EX General Help/Cashier	8/11/25	PTNS, Step 1
Nace, Mackenzie	NS: WE General Help	8/18/25	Same
Noltensmeier, Claire	IC: Student Support Associate	8/19/25	LMSEAA A, Step 1
Patterson, Dalton	O&M: LG Custodian	8/5/25	LMSA C, Step 1
Prall, Hannah	LG: Student Support Associate	8/18/25	LMSA C, Step 1
Sandhanam, Latha	EH: SSA from 5 to 6.5 hours/day	8/19/25	Same
Smith, Monica	LMHS: Student Assistance Specialist	8/13/25	\$54,000/year
Stark, Thomas	O&M: LG Custodian	8/14/25	LMSA C, Step 1
Wetrich, Thomas	O&M: OR Custodian	8/14/25	LMSA C, Step 1
Witting, Madison	NS: EX General Help/Lead Cook	8/18/25	LMSA A+.25, Step 1

Classified Staff: Resignation

Name	Assignment	Dept Action	Reason
Akili, Nadine	IC: Student Support Associate	8/5/25	Personal
Ludwig, Maya	WE: Student Support Associate	8/1/25	Personal
McCurren, Jean	LMHS: Student Support Associate	8/4/25	Other Employment
Rudd, Alisha	LMHS: Student Support Associate	8/11/25	Personal
Tennyson, Jill	WE: Paraprofessional	8/1/25	Other Employment
Voss, Luke	NS: EX General Help/Cashier	8/7/25	Other Employment
Wynkoop, Scott	EX: Lego League Sponsor	8/8/25	Personal

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

Name	Assignment	Dept Action	Salary Placement
Battern, Josh	EX: Asst 8 th Gr Boys Basketball	8/25/25	\$3,132.00
Beke, Cathy	OR: Lego League Sponsor	8/25/25	\$2,000.00
Croy, Bruce	LMHS: Girls Tennis Camp Coach	7/2/25	\$2,500.00
Katz, Phil	EX: Asst 8 th Gr Football Coach	8/18/25	\$3,132.00
Lovell, Tim	EX: Asst 8 th Gr Football Coach	8/8/25	\$3,132.00
Mueller, Heath	LMHS: Girls Tennis Camp Coach	7/2/25	\$1,000.00
Novak, Jenny	LMHS: Girls Tennis Camp Coach	7/2/25	\$1,000.00

702: Approval of August 4th Board Minutes – Exhibit 702.1

703: Approval of Bills/Warrants – Exhibit 703.1

704: Approval of Contracts/Agreements – Exhibits 704.1-16

1. City of Cedar Rapids Memorandum of Understanding for crossing guard program
2. McComas-Lacina Construction Change Order #10 for the performance venue
3. Franklin Covey professional development session with building principals
4. AHK Choreography independent contractor agreement-work with LM Varsity Poms
5. Brittney Bennett independent contractor agreement-work with LM Varsity Poms
6. Carey Bostain independent contractor agreement-work with LMHS Orchestra
7. Joshua DeVries independent contractor agreement-work with LMHS Orchestra
8. Tyler Hendrickson independent contractor agreement-work with LMHS Orchestra
9. Anna Hilty independent contractor agreement-work with LM Varsity Poms
10. Miera Kim independent contractor agreement-work with LMHS Orchestra
11. Paulette Milewski independent contractor agreement-communication workshop with Venture Academics
12. Alyssa Ottmar independent contractor agreement-work with LMHS Orchestra
13. John Schultz independent contractor agreement-work with LMHS Orchestra
14. United All Stars independent contractor agreement-work with LMHS Cheer Team
15. Austin Vawter independent contractor agreement-work with LMHS Orchestra
16. Rachel Walter independent contractor agreement-work with LMHS Orchestra

705: Fundraising Requests – Exhibits 705.1-4

1. LMHS Orchestra to sell program ads to cover guest artists and equipment
2. LMHS Orchestra to host Driven Coffee sales to cover clinicians, guest artists, and equipment
3. LMHS Athletics to host Bound online donations to cover uniforms, buses, coaches, and equipment
4. LMHS Athletics to host garage sale to cover uniforms, equipment, and buses

800: BOARD CALENDAR & COMMUNICATIONS

801: Board Calendar & Communications

President Lowe Lancaster highlighted several items on the calendar and shared a reminder about the November school board elections.

Date	Time	Event	Location
August 19	--	Professional Day	--
August 20	--	Professional Day	--
August 21	--	Teacher Workday	--
August 21	5:30 PM	Marion City Council Meeting (<i>Morey</i>)	City Hall
August 22	--	Professional Day	--
August 25	--	First Day of School K's (A-M) thru 9 th Grades	--
August 26	--	First Day of School K's (N-Z) and 10 th -12 th Grades	--
August 26	4:00 PM	Facilities Advisory Committee	Boardroom
Date	Time	Event	Location
September 1	--	No School (<i>Labor Day</i>)	--
September 2	--	First Day of School Pre-K	--
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

Date	Time	Event	Location
<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>	--

802: 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

900: ADJOURNMENT

– **Motion 30.08.18**

MOTION by Buchholz to adjourn the meeting at 5:24 PM. Second by Mansoor. Voice vote, all ayes. Motion carried.

Katie Lowe Lancaster, Board President

Jonathan Galbraith, Board Secretary/Treasurer

**BOARD OF DIRECTORS
WORK SESSION MINUTES
AUGUST 18, 2025****100: CALL TO ORDER & DETERMINATION OF A QUORUM**

The Linn-Mar Board of Directors work session was called to order at 5:33 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, Christian, Faber, Nelson, Ramos, and Wear.

200: ADOPTION OF AGENDA**– Motion 31.08.18**

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

300: WORK SESSION

President Lowe Lancaster and Superintendent Kortemeyer facilitated a discussion and review of the new performance venue project.

400: ADJOURNMENT**– Motion 32.08.18**

MOTION by Walker to adjourn the work session at 6:36 PM. Second by Thomas. Voice vote, all ayes. Motion carried.

Katie Lowe Lancaster, Board President

Jonathan Galbraith, Board Secretary/Treasurer