

**BOARD OF DIRECTORS MINUTES
SEPTEMBER 22, 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, and Lowe Lancaster. Absent: Walker. Administration present: Kortemeyer, Galbraith, Ramos, Wear, Christian, Faber, and Nelson. Director Mansoor left at 6:20 PM.

President Lowe Lancaster called for a moment of silence in remembrance of Curt Hynek, Oak Ridge Middle School Art Teacher, who recently passed away.

200: ADOPTION OF AGENDA**- Motion 43.09.22**

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

300: SPECIAL RECOGNITIONS*(SPG #2-Learning Excellence & 4-People & Culture)*

1. Fourteen LM 4th graders were recognized for being nominated for the 2025 cohort of National Math Stars.
2. President Lowe Lancaster read a proclamation in honor of National Principals Month (October).

- Exhibit 300.2**400: AUDIENCE COMMUNICATIONS***(SPG #1-Community Engagement)*

No communications were received.

500: INFORMATIONAL REPORTS**501: Assessments and Conditions for Learning Survey Report –Exhibits 501.1a-b**

Anne Faber, Executive Director of Student Services, and Nathan Wear, Associate Superintendent, reported on the 2024-25 assessments and Conditions for Learning Survey. Their report covered the collaborative focus between General Education and Special Education, an overview of the results for FAST, ISASP, and the Conditions for Learning Survey, Advanced Placement and ACT exams, graduation rates, and College & Career Readiness.

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

502: Policy Committee Report – Refer to Exhibit 708.1 *(BG #1.c-Visionary Team)*

Director Thomas reported that during the September 10th Policy Committee meeting policies 603.11, 1001.4-R, and the full 100 and 200 policy series were reviewed.

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

Director Morey and Vice President Buchholz reported that during the September 18th F/AC meeting the summer bills were reviewed and discussion continued on the 10-year facilities plan, transportation needs, the performance venue project, the FY25 Certified Budget Report, and the allowable growth requests to the SBRC for the Special Education deficit and the English Learner excess costs.

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

Director Mansoor reported that during the September 18th Marion City Council meeting it was approved to install “Children at Play” signs on Winslow Road and entrances to Larkspur Dr., Aster Ct., and Tall Pines Ct., and to reduce the speed limit to 30 MPH on Winslow Road between Tower Terrace Road and Berry’s Run Bridge. The rezoning of land located south of Marion Airport Road and east of Enterprise Drive to Planned Unit Development was also approved.

505: Superintendent’s Report – Exhibit 505.1 *(SPG #1-Community Engagement)*

Superintendent Kortemeyer shared several district honors and highlights, reviewed ongoing facilities projects, shared an overview of her recent event and meeting participation, and reported that the ELC was a stop on this year’s MEDCO Bus Tour. Congratulations were also shared with the district on a great homecoming week with over 1,200 students in attendance at the dance and over 5,700 people in attendance at the Varsity football game.

600: UNFINISHED BUSINESS

601: Second Reading of Policy Recommendations – Exhibit 601.1

MOTION by Thomas to approve the second reading of policies 103.1, 103.1-R, 103.1-E1, 103.1-E2, and 103.1-E3 as presented in Exhibit 601.1. Second by Mansoor. Voice vote all ayes. Motion carried. *(BG #1.c-Visionary Team)*

- Motion 44.09.22

700: NEW BUSINESS

701: Approval of FY25 SBRC SpEd Allowable Growth Request – Exhibit 701.1

MOTION by Foss to authorize district administration to submit a request to the School Budget Review Committee for an allowable growth request amount of \$4,813,953.20, relating to the fiscal year 2025 Special Education deficit. Second by Morey. Director Morey reported that the requested amount was lower than last year and thanked the district for their dedication to this issue. Voice vote, all ayes. Motion carried.

- Motion 45.09.22

702: Approval of FY25 SBRC EL Excess Cost Allowable Growth Request

MOTION by Buchholz to authorize district administration to submit a request to the School Budget Review Committee for a modified supplemental amount of \$727,388.63, relating to the fiscal year 2025 English Learner excess costs. Second by Morey. Voice vote, all ayes. Motion carried. – **Exhibit 702.1** – **Motion 46.09.22**

703: Approval of FY25 Depository Banks Affidavits Reports – Exhibit 703.1

MOTION by Mansoor to approve the depository banks' affidavit reports for fiscal year 2024-25 as presented in Exhibit 703.1. Second by Foss. Voice vote, all ayes. Motion carried. (SPG #5-Resource Mngmt / BG #3.c-District Culture) – **Motion 47.09.22**

704: OPN Architects Agreement Amendment – Exhibit 704.1

MOTION by Morey to approve the OPN Architects agreement amendment regarding the new performance venue west hallway extension as presented in Exhibit 704.1. Second by Thomas. Director Morey clarified that this was an extension of the current agreement. Director Foss reported that the west hallway will make the venue more functional for stakeholders. Voice vote, all ayes. Motion carried. – **Motion 48.09.22**

705: 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 Buchholz. Voice vote, all ayes. Motion carried. – **Motion 49.09.22**

Approved IN	Student Name	Grade	Resident District
	Betts, Jackson	5 th	Cedar Rapids CSD
	Burr, Everett	9 th	Cedar Rapids CSD
	Morrow, Eliejah	8 th	Marion Independent
	Morrow, JaMauri	7 th	Marion Independent

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

706: Discussion of Engagement Letter Relating to PowerSchool Litigation

MOTION by Buchholz to approve the engagement letter with the Frantz Law Group relating to the PowerSchool litigation. Second by Thomas. Superintendent Kortemeyer clarified that the district was approached to be a part of a mass class action lawsuit with no expense to the district and is recommending the district move forward with participating in the lawsuit. Director Thomas clarified that the lawsuit is regarding the past data breach. Voice vote, all ayes. Motion carried. – **Motion 50.09.22**

707: IASB Annual Convention Attendance & Delegate

(BG #1.b-Visioinary Team)

President Lowe Lancaster facilitated a discussion on the board's attendance at the Iowa Association of School Boards annual convention in Des Moines (Nov 19-21) and asked for volunteers to serve as this year's delegate and alternate delegate for the General Assembly.

MOTION by Mansoor to approve Vice President Buchholz as the delegate and Director Foss as alternate delegate for the 2025-26 IASB General Assembly. Second by Thomas. Voice vote, all ayes. Motion carried. **- Motion 51.09.22**

708: First Reading of 100 & 200 Series Policy Recommendations – Exhibit 708.1

MOTION by Thomas to approve the first reading of the policy recommendations as presented in Exhibit 708.1. Second by Buchholz. Director Morey thanked the Policy Committee for their work and consideration of the grammatical corrections she submitted. Voice vote, all ayes. Motion carried. *(BG #1.c-Visionary Team)*

- Motion 52.09.22

709: Approval of Contractor for the IC Concrete Upgrade Project – Exhibit 709.1

MOTION by Morey to approve Rathje Construction, Inc., as the contractor for the Indian Creek Elementary concrete ADA upgrade project as presented in Exhibit 709.1. Second by Mansoor. Director Morey clarified this was discussed and approved by the Finance/Audit Committee as the first step needed in improving the Indian Creek playground and Jon Galbraith, CFO/COO, shared an overview of the project. Voice vote, all ayes. Motion carried.

- Motion 53.09.22

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

MOTION by Morey to approve the consent agenda as presented. Second by Buchholz. Director Morey congratulated the retirees and Director Thomas thanked Chelsea Dill for her military service. Voice vote, all ayes. Motion carried.

- Motion 54.09.22

801: Personnel

Certified Staff: Leave of Absence

Name	Assignment	Dept Action	Reason
Dill, Chelsea	LMHS: Social Studies Teacher	2025-26 School Year	Military Duty

Classified Staff: Assignment/Reassignment/Transfers

Name	Assignment	Dept Action	Salary Placement
Balasubramanian, Deepika	NS: EH General Help	9/15/25	PTNS, Step 1
Beke, Michael	TR: Regular Sub Bus Driver	9/9/25	Step 1
Celik, Ozgur	AC: From Aquatic Instructor to Academic Aquatic Assistant	9/22/25	\$16.00/hour
Defenbaugh, Jenna	NS: BW Satellite Manager	9/15/25	PTNS, Step 5
Dickson, Faith	LMHS: Student Support Associate	9/15/25	LMSEAA A, Step 1
Keppler, Steven	O&M: Seasonal Help	9/15/25	\$15.00/hour
Knox, Melissa	LMHS: Student Support Associate	9/30/25	LMSEAA A, Step 1
Rouse, Allen	TR: Regular Sub Bus Driver	9/9/25	Step 1
Shetty, Kavita	NS: LMHS General Help	9/10/25	PTNS, Step 1
Stivers, Jon	AC: From Aquatic Instructor to Academic Aquatic Assistant	9/22/25	\$16.00/hour

Classified Staff: Resignations

Name	Assignment	Dept Action	Reason
Cirkl, John	TR: Bus Driver	9/26/25	Retirement
Dayton, Joyce	LMHS: Bookkeeper	10/31/25	Retirement
Kramer, Alison	BP: Student Support Associate	9/8/25	Personal

Co/Extra-Curricular Staff: Assignment/Reassignment/Transfers

Name	Assignment	Dept Action	Salary Placement
Evans, Tristan	LMHS: From Asst Boys to Asst Varsity Boys/Girls Track Coach	9/9/25	\$5,872
Fontenot, Liz	OR: Show Choir Choreographer	9/2/25	\$2,000
Hoffman, Kyle	LMHS: From Head Boys to Head Boys/Girls Varsity Track Coach	9/9/25	\$7,046

Co/Extra-Curricular Staff: Resignations

Name	Assignment	Dept Action	Reason
Armbrust, Samantha	LMHS: Head Varsity Girls Swim Coach	9/8/25	Personal
Elgin, Sam	LMHS: Head 10 th Gr Basketball Coach	9/12/25	Personal

802: Approval of September 8th Board Minutes – Exhibit 802.1**803: Approval of Bills/Warrants – Exhibit 803.1****804: Approval of Contracts/Agreements – Exhibits 804.1-9**

1. Diana Knight independent contractor agreement-Indian Creek 2nd gr accompanist
2. Laura Olson independent contractor agreement-Indian Creek 3rd gr accompanist
3. Terri Radig independent contractor agreement-Indian Creek Encore! accompanist
4. Grant Wood Area Education Agency-contract for transfer of state funding
5. Iowa Vocational Rehabilitation Services-renewal of Iowa Blueprint for Change
6. Boys Scouts of America Troop 560 agreement-cleaning of LM stadium
7. Non-Commercial Licensing Agreement-LM 8U team uniforms
8. Silvas Speaks (James Silvas) independent contractor agreement-LMHS Dance Team mental performance coaching
9. Grant Wood AEA VAST Center Science Curriculum Open Sci Ed agreement
10. Special Education services agreements from Marion Independent (2) and Mt Vernon CSD (1). *For student confidentiality, exhibits are not provided.*

805: Overnight Trip Request – Exhibits 805.1-6

1. Varsity Pom: State dance competition in Des Moines on Dec 4-5, 2025
2. LMHS Wind Ensemble: Midwest Clinic in Chicago, IL on Dec 17-18, 2025
3. Varsity Pom: Regionals competition in Schaumburg, IL on Jan 2-3, 2026
4. Varsity Pom: Best of the Best Showcase in Minneapolis, MN on Jan 9, 2026
5. LMHS Bella Voce: Perform at MACDAC in Milwaukee, WI on Feb 26-28, 2026
6. Robotics: Clash in the Corn Competition in W. Des Moines, IA on Oct 17-18, 2025

806: Fundraising Request – Exhibits 806.1-2

1. LMHS classroom to host Hy-Vee Cash4Students fundraiser
2. Girls Wrestling to host team poster sponsorship fundraiser

807: Informational Financial Reports – Exhibits 807.1-2

1. School Finance & Cash Balance Reports as of June 30, 2024
2. School Finance & Cash Balance Reports as of June 30, 2025

900: BOARD CALENDAR & COMMUNICATIONS

President Lowe Lancaster reviewed the board calendar, Vice President Buchholz shared that the City held a ribbon cutting for Draper Park which was named after Paul Draper who served on the Marion City Council and was a strong supporter of the LM Board of Directors before passing away in 2020, and Director Morey announced that the new playground at Wilkins Elementary was now open. Corrections were also made to the October F/AC meeting date and time (Oct 17th @ 10:30 AM) and the date for the LMHS School Counselor's Advisory (Moved from Oct 29th to Dec 10th).

901: Board Calendar & Communications

Date	Time	Event	Location
September 25	11:30 AM	Board Visit	Boulder Peak
<i>September 29</i>	--	<i>No School (Professional Day)</i>	--
Date	Time	Event	Location
October 9	4:00 PM	School Improvement Advisory Committee (SIAC)	Boardroom
October 9	5:30 PM	Marion City Council Meeting (<i>Mansoor</i>)	City Hall
<i>October 10</i>	--	<i>America Reads Day</i>	--
<i>October 21</i>	--	<i>2-Hour Early Dismissal (Elem/Int/MS Conferences)</i>	<i>District-Wide</i>
<i>October 22</i>	<i>4:00 PM</i>	<i>88th Marion Chamber Annual Meeting</i>	<i>Epic Event Center</i>
October 23 17	8:30 10:30 AM	Finance/Audit Committee Meeting	Boardroom
<i>October 23</i>	--	<i>2-Hour Early Dismissal (Elem/Int/MS Conferences)</i>	<i>District-Wide</i>
<i>October 23</i>	--	<i>End of First Quarter</i>	--
October 23	5:30 PM	Marion City Council Meeting (<i>Buchholz</i>)	City Hall
<i>October 24</i>	--	<i>No School (Professional Day/Workday)</i>	
October 27	5:00 PM	LMCSD Board of Directors Meeting	Boardroom
October 29 December 10	4:00 PM	LMHS School Counselors Advisory	LMHS College/Career Cntr
October 30	8:30 AM	Board Visit	LM High School

902: 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

1000: ADJOURNMENT

- Motion 55.09.22

MOTION by Buchholz to adjourn the meeting at 6:21 PM. Second by Morey. Voice vote, all ayes. Motion carried.

Katie Lowe Lancaster, Board President

Jonathan Galbraith, Board Secretary/Treasurer