

**BOARD OF DIRECTORS MEETING
OCTOBER 27, 2025**

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100: CALL TO ORDER & DETERMINATION OF A QUORUM

The meeting of the Linn-Mar Board of Directors will be called to order at 5:00 PM in the boardroom of the Educational Leadership Center (3556 Winslow Rd, Marion). Roll will be taken to determine a quorum.

_____ Buchholz _____ Foss _____ Mansoor _____ Morey _____ Thomas _____ Walker _____ Lowe Lancaster

200: ADOPTION OF AGENDA

MOTION to approve the agenda as presented.

Action

Motion: _____ Second: _____

Carried: Yes / No

300: AUDIENCE COMMUNICATIONS

(SPG #1-Community Engagement)

Those who signed up to speak will be called to the microphone in order of sign up. The board will receive and acknowledge comments, but will not engage in a dialog with the speaker because of the set agenda. Remarks are limited to three minutes per speaker and should be shared in a respectful manner.

400: INFORMATIONAL REPORTS**401: Review of the Fiscal Year 2025 Certified Annual Report** – Exhibits 401.1 & 601.1

Jon Galbraith, Chief Financial/Operating Officer, will review the Certified Annual Report for fiscal year 2025.

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

402: Linn County Conference Board Report

Vice President Buchholz will report on the September 19th and 25th meetings of the Linn County Conference Board.

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

403: Board Visit Report

(BG #2.b-Student Learning)

A report will be given on the board's visit to Boulder Peak on September 25th and America Reads Day on October 10th.

404: School Improvement Advisory Committee Report

(BG #2.c-Student Learning)

A report will be given on the October 9th School Improvement Advisory Committee meeting.

405: Marion City Council Report (SPG #1-Community Engagement / BG #3.d-District Culture)
Director Mansoor will report on the October 9th Marion City Council meeting and Vice President Buchholz will report on the October 23rd meeting.

406: Finance/Audit Committee Report (SPG #5-Resource Management / BG #3.c-District Culture)
A report will be given on the October 17th Finance/Audit Committee meeting.

407: Policy Committee Report (BG #1.c-Visionary Team)
A report will be given on the October 20th Policy Committee meeting.

408: Marion Chamber Annual Meeting Report (BG #3.d-District Culture)
A report will be given on the October 22nd Marion Chamber annual meeting.

409: Superintendent's Report – Exhibit 409.1 (SPG #1-Community Engagement)
Superintendent Kortemeyer will report on various items from around the district.

500: UNFINISHED BUSINESS

501: Second Reading of Policy Recommendations – Exhibit 501.1
MOTION to approve the second reading of the 100 and 200 policy series and Policy 1001.4-R, as presented in Exhibit 501.1. (BG #1.c-Visionary Team)
Action Motion: _____ Second: _____ Carried: Yes / No

502: Acceptance of Substantial Completion – Exhibit 502.1
MOTION to approve the substantial completion of the Linn-Mar Administration Building Project and issue final payment to Peak Construction for a total of \$168,858.40.
Action Motion: _____ Second: _____ Carried: Yes / No

600: NEW BUSINESS

601: Approval of Fiscal Year 2025 Certified Annual Report – Exhibit 601.1
MOTION to approve the Certified Annual Report for fiscal year 2025 as presented in Exhibit 601.1. (SPG #5-Resource Management/ BG #3.c-District Culture)
Action Motion: _____ Second: _____ Carried: Yes / No

602: Approval of Anti-Bullying/Harassment Brochures – Exhibits 602.1-2
MOTION to approve the anti-bullying/harassment brochures for FY26 as presented in Exhibits 602.1-2. (SPG #3-Learner Experience / BG #2.c-Student Learning)
Action Motion: _____ Second: _____ Carried: Yes / No

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

MOTION to approve the open enrollment requests as presented.

Action Motion: _____ Second: _____ Carried: Yes / No

Denied OUT	Student Name	Grade	District Requested	Reason
	Paulsen, Carter	2 nd	Cedar Rapids CSD	Late, no good cause
	Ross, Grady	11 th	Marion Independent	Late, no good cause
	Ross, Mackinnley	9 th	Marion Independent	Late, not good cause

604: Approval of Early Graduation Requests – Exhibit 604.1 (SPG #2-Learning Excellence)

MOTION to approve the early graduation requests as presented.

Action Motion: _____ Second: _____ Carried: Yes / No

Jax Jackson	Macy Millhollin	Zavier Walker
Emily Ketcham	Ange Pierson	

605: First Reading of Policy Recommendations – Exhibit 605.1

MOTION to approve the first reading of policies 104.1, 104.2, 104.3, and 202.1, as presented in Exhibit 605.1.

(BG #1.c-Visionary Team)

Action Motion: _____ Second: _____ Carried: Yes / No

606: Approval of Architect for Facilities Assessment Study – Exhibits 606.1a-b

Chief Financial/Operating Officer Jonathan Galbraith and members of the Selection Committee will share an overview of the Facilities Assessment Request for Proposal.

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

MOTION to approve OPN Architects as the selected firm to conduct a district-wide facilities assessment study for a lump sum of \$280,000.

Action Motion: _____ Second: _____ Carried: Yes / No

607: Approval of Demographer for Demographic Study – Exhibit 607.1

MOTION to approve RSP & Associates to conduct a district-wide enrollment projection analysis for a fee of \$27,000.

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

Action Motion: _____ Second: _____ Carried: Yes / No

608: Approval of Orchestra Shell Bid – Exhibit 608.1

Jonathan Galbraith, Chief Financial/Operating Officer, will provide an overview of the bids received for the orchestra shell for the new performance venue.

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

MOTION to approve the bid from Wenger Corporation for the orchestra shell for the new performance venue for a base bid of \$581,494.86.

Action Motion: _____ Second: _____ Carried: Yes / No

700: CONSENT AGENDA

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

MOTION to approve the consent agenda as presented.

Action

Motion: _____ Second: _____

Carried: Yes / No

701: Personnel

Classified Staff: Assignments/Reassignments/Transfers

Name	Assignment	Dept Action	Salary Placement
Feldkamp, Judith	TR: Bus Rider	10/27/25	Step 1
Fogle, Natalie	BW: Student Support Associate	9/21/25	LMSEAA A, Step 1
Kirby-Creveling, Becky	BP: Student Support Associate	10/19/25	LMSEAA A, Step 1
Kruger, Nicholas	O&M: Certified Maintenance	10/5/25	LMSA F+4.00, Step 1
Kuennen, Liebana	BW: Student Support Associate	10/1/25	LMSEAA A, Step 1
Lantermans, Jill	NE: From Counselor Secretary to Bldg Secretary	10/20/25	LMSEAA C, Step 14
Leigh-Williams, April	WE: Student Support Associate	10/5/25	LMSEAA A, Step 1
Limkemann, Margaret	NS: HS General Help from 4.5 to 5.5 hrs/day	9/21/25	Same
Miller, James	EX: Student Support Associate	9/21/25	LMSEAA A, Step 1
Northland Garay, Melanie	HS: Bookkeeper	11/3/25	\$21.00/hour
Parke, Bryce	O&M: Athletic Grounds/Facilities Specialist	10/5/25	\$24.00/hour
Wenger, Sara	TR: Regular Sub Bus Driver	10/5/25	Step 1

Classified Staff: Resignations

Name	Assignment	Dept Action	Reason
Carpenter, Dan	TR: Bus Driver	9/25/25	Terminated
Hoyer, Sharon	NS: OR Cashier/General Help	9/30/25	Personal
Johnson, Meredith	NE: Building Secretary	10/17/25	Personal
Leason, Julie	NS: BW General Help	10/30/25	Personal
Meis, Olivia	WF: Student Support Associate	10/1/25	Personal
Mims, Tammy	NS: HP General Help/Cashier	10/6/25	Terminated
Noya, Rhiana	TR: Bus Rider	9/18/25	Personal
White, Timothy	BP: Student Support Associate	10/8/25	Terminated

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

Name	Assignment	Dept Action	Salary Placement
Handke, Josh	LMHS: Head 10 th Gr Boys Basketball Coach	11/16/25	\$4,698
Hester, Kathryn	LMHS: VOICE Sponsor	8/25/25	\$1,957
Rickels, Jennie	OR: Assistant Girls Swim Coach	10/14/25	\$3,132
Steffen, Jayden	LMHS: From Asst to Head Varsity Girls Swim Coach	9/8/25	\$4,369.86
Streff, Anna	LMHS: From Asst to Head JV1 Softball Coach	5/3/26	\$4,698
Warren, Brenda	LMHS: 9 th Gr Speech Coach	9/30/25	\$2,740
Williams, Melissa	LMHS: Assistant Girls Varsity Swim Coach	9/9/25	\$2,280.76

Co/Extra-Curricular Staff: Resignations

Name	Assignment	Dept Action	Reason
D'Camp, Sarah	LMHS: VOICE Sponsor	8/24/25	Personal
Gangestad, Sam	LMHS: Head 9 th /10 th Gr Softball Coach	10/2/25	Personal

702: Approval of September 22nd Board Minutes – Exhibit 702.1

703: Approval of Bills/Warrants – Exhibit 703.1

704: Approval of Contracts/Agreements – Exhibits 704.1-11

1. McComas-Lacina Construction change order #12 for LMHS performance venue
2. TotalScapes, Inc., estimate for Wilkins playground retaining wall
3. Pitney Bowes lease renewal for district postage meter
4. CrisisGo three-year renewal for crisis preparation/response platform
5. Edmentum renewal for Apex Learning courses and Clever SIS integration
6. Northwestern College student teaching agreement for LM High School
7. Northwestern College student teaching agreement for Boulder Peak Intermediate
8. Midwest Designs (Paige Eby) commercial licensing agreement
9. Operation Imprint (Kaitlin Hankins) commercial licensing agreement
10. Jennifer Loeb independent contractor agreement-guest speaker for Venture
11. Orchestra Iowa Ensembles & Visiting Artists in the Schools agreement

705: Overnight Trip Requests – Exhibits 705.1-3

1. FBLA to attend fall leadership conference in Des Moines (10/26-27/25)
2. Wrestling to attend tournament in Ankeny (1/16-17/26)
3. Swim Team to visit US Olympic Training Center in Colorado Springs (6/15-22/26)

706: Fundraising Requests – Exhibits 706.1-4

1. LMHS Softball to host youth camps to raise funds for nets and equipment
2. FCCLA to host glitter hair strands sales to support student-led outreach events
3. FCCLA to host gelato/ice cream sales to support student-led outreach events
4. FCCLA to host coffee/baked goods sales to support student-led outreach events

707: Informational Financial Reports – Exhibits 707.1-2

1. School Finance and Cash Balance Reports for July 2024
2. School Finance and Cash Balance Reports for July 2025

800: BOARD CALENDAR & COMMUNICATIONS

801: Board Calendar & Communications

Date	Time	Event	Location
October 30	8:45 AM	Board Visit	LM High School
Date	Time	Event	Location
<i>November 3</i>	--	<i>No School (Professional Day)</i>	--
<i>November 4</i>	--	<i>No School (Professional Day)</i>	--
<i>November 4</i>	--	<i>City/School Election Day</i>	--
November 6	5:30 PM	Marion City Council	City Hall
November 13	8:30 AM	Finance/Audit Committee (F/AC)	Boardroom
November 13	4:00 PM	Venture Academics Advisory	EEC Room 104/105
November 17	5:00 PM	LMCSD Board of Directors Annual & Organizational Meetings	Boardroom
<i>November 19-21</i>	--	<i>IASB BoardCon Annual Convention</i>	<i>Des Moines</i>
<i>November 19</i>	<i>6:00 PM</i>	<i>UEN Annual Dinner</i>	<i>Des Moines</i>
November 20	5:30 PM	Marion City Council	City Hall
<i>November 26</i>	--	<i>No School (Teacher Comp Day)</i>	--
<i>November 27-28</i>	--	<i>No School (Thanksgiving Break)</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 to adjourn the meeting at _____ PM.

Action

Motion: _____ **Second:** _____

Carried: Yes / No