

**BOARD OF DIRECTORS MEETING
DECEMBER 8, 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 _____ Langston _____ Mansoor _____ Morey _____ Thomas _____ Lowe Lancaster

200: ADOPTION OF AGENDA

MOTION to approve the agenda as presented.

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

300: SPECIAL BOARD RECOGNITION

(BG #1.b-Visionary Team)

Superintendent Kortemeyer will recognize the Linn-Mar Board of Directors as recipients of the Iowa Association of School Boards annual Individual Achievement and Team Achievement Awards.

400: 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.

500: INFORMATIONAL REPORTS

501: Indoor Activities Center & Associated Renovations Report

A report will be given on the new indoor activities center and associated renovations.

(SPG #5-Resource Management)

502: IASB BoardCon & UEN Annual Meeting Report

(BG #1.b-Visionary Team)

A report will be given on the board's attendance at the Iowa Association of School Boards' annual conference and the Urban Education Network's annual meeting.

503: Marion City Council Report (SPG #1-Community Engagement / BG #3.d-District Culture)
Director Morey will report on the November 20th and December 4th Marion City Council meetings.

504: Career & Technical Education Advisory Report
A report will be given on the December 3rd Career & Technical Education Advisory meeting. (SPG #1-Community Engagement / BG #2.c-Student Learning)

505: Finance/Audit Committee Report (SPG #5-Resource Management / BG #3.c-District Culture)
A report will be given on the December 4th Finance/Audit Committee meeting.

506: Superintendent's Report – Exhibit 506.1 (SPG #1-Community Engagement)
Superintendent Kortemeyer will report on various items from around the district.

600: UNFINISHED BUSINESS

601: Acceptance of Substantial Completion – Exhibit 601.1
MOTION to approve the substantial completion of the LM High School and Indian Creek Elementary roof replacement project and issue final payment to Dryspace, Inc., for a total of \$24,703.85.

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

700: NEW BUSINESS

701: Approval to Set Public Hearing (SPG #1-Community Engagement)
MOTION to set a public hearing regarding the updated 2026-27 school year calendar and the proposed 2027-28 school year calendar for Monday, January 12, 2026, at 5:00 PM in the boardroom of the Educational Leadership Center.

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

702: Approval of Fundraising Requests – Exhibit 702.1 (SPG #5-Resource Management)
MOTION to approve the fundraising requests as presented in Exhibit 702.1.

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

703: Approval of SBRC Application-Open Enrollment – Exhibit 703.1
MOTION to approve the School Budget Review Committee application for a modified supplemental amount of \$1,629,379.00, for open enrolled out students not on the prior year headcount. (SPG #5-Resource Management)

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

704: Approval of SBRC Application-LEP - Refer to Exhibit 703.1

MOTION to approve the School Budget Review Committee application for a modified supplemental amount of \$39,780.00, for Limited English Proficient instruction for English Language Learner students served beyond five years. (SPG #5-Resource Management)

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

705: Recommendation of Cedar Rapids Examining Board Representative

MOTION to recommend _____ to serve as the district’s representative on the Cedar Rapids Examining Board for fiscal year 2025-26. (BG #3.d District Culture)

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

706: Approval of Acceptance of Gift – Exhibit 706.1

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

MOTION to approve the acceptance of \$1,500.00 donated by the City of Marion, per Policy 802.7-Gifts, Grants, and Bequests, in support of the Linn-Mar Food Pantry.

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

800: 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

801: Personnel

Classified Staff: Assignments/Reassignments/Transfers

Name	Assignment	Dept Action	Salary Placement
Bolger, Mike	HP: Student Support Associate	12/10/25	LMSEAA A, Step 1
Chaudhari, Swapnali	HP: Student Support Associate	12/8/25	LMSEAA A, Step 1
Gunderson, Jenny	LMHS: Student Support Associate	1/5/26	LMSEAA A, Step 1
Helberg, Christine	WF: Student Support Assoc from 7 to 4 hours/day	11/17/25	Same
Johnson, Senica	LG: Student Support Associate	1/5/26	LMSEAA A, Step 1
Touhey, Lindsay	LMHS: Student Support Associate	11/24/25	LMSEAA A, Step 1
Ware, Jenna	NE: School Counselor Secretary	11/24/25	LMSEAA B, Step 1
Wood, James	TR: Regular Sub Bus Driver from 4 to 2 hours/day	11/1/25	Same
Woodward, Wren	O&M: LMHS Custodian	11/19/25	LMSA C, Step 1

Classified Staff: Resignations

Name	Assignment	Dept Action	Reason
Hurkett, Ed	HP: Student Support Associate	11/25/25	Retirement
Knoke, Rebecca	LMHS: Student Support Associate	12/5/25	Other employment
Lynch, Karla	LG: Student Support Associate	12/19/25	Personal
Waste, Kimberly	NS: OR General Help/Cashier	11/14/25	Personal
Williams, Callie	HP: Student Support Associate	12/19/25	Personal

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

Name	Assignment	Dept Action	Salary Placement
Finnerty, Mike	LMHS: Assistant Cross Country Coach	12/1/25	\$300
Frangella, Nate	LMHS: 9 th Gr Intramural Basketball Coach	12/1/25	\$2,740
Hachey, Carly	HP: Student Experience Coordinator	11/19/25	\$375
McConahay, Gina	BP: Choir Accompanist	11/17/25	\$600
Thompson, Jaxon	LMHS: Assistant Cross Country Coach	12/1/25	\$1,000

Co/Extra-Curricular Staff: Resignations

Name	Assignment	Dept Action	Reason
Von Lehmden, Ellie	LMHS: Head 10 th /Assistant Varsity Volleyball Coach	11/20/25	Personal

802: Approval of November 17th Board Minutes – Exhibit 802.1**803: Approval of Bills/Warrants – Exhibit 803.1****804: Approval of Contracts/Agreements – Exhibits 804.1-11**

1. Rathje Construction: Change order for Indian Creek ADA improvements
2. Terracon: Geotechnical engineering services for LMHS indoor activity center
3. Marzano Resources: Level 3 HRS certification for Oak Ridge Middle School
4. Melanie Bell: Independent contractor agreement Excelsior band accompanist
5. Sharon Colton: Independent contractor agreement Excelsior band accompanist
6. Marlene Loftsgaarden: Independent contractor agreement EX band accompanist
7. Betsy McGlynn: Independent contractor agreement Excelsior band accompanist
8. Kathy McKee: Independent contractor agreement work with Venture biology
9. Chris Navarrete: Independent contractor agreement work with LMHS jazz bands
10. Rebecca Nickles: Independent contractor agreement Excelsior band accompanist
11. Terri Radig: Independent contractor agreement Excelsior band accompanist
12. Interagency agreements for special education programming with Cedar Falls (1), Cedar Rapids CSD (35), Central City CSD (2), Council Bluffs CSD (1), Davenport CSD (3), Des Moines CSD (4), Dubuque CSD (1) Lisbon CSD (1), Marion Independent (70), Mt Vernon CSD (1), PCM CSD (2), Springville CSD (2), TI State Paid (1), and Urbandale CSD (2). *For student confidentiality, exhibits are not provided.*

805: Informational Financial Reports – Exhibits 805.1-2

1. School Finances and Cash Balance Reports as of October 31, 2024
2. School Finances and Cash Balance Reports as of October 31, 2025

900: BOARD CALENDAR & COMMUNICATIONS**901: Board Calendar & Communications**

Date	Time	Event	Location
December 10	4:00 PM	LMHS School Counselors Advisory	LMHS College/Career Ctr
December 11	11:30 AM	Board Visit	Indian Creek
<i>December 12</i>	<i>9:00 AM</i>	<i>Legislators Visit</i>	<i>Hazel Point Intermediate</i>

December 18	5:30 PM	Marion City Council (<i>Thomas</i>)	City Hall
<i>December 19</i>	--	<i>2-Hour Early Dismissal</i>	--
<i>December 22-31</i>	--	<i>No School – Winter Break</i>	--
Date	Time	Event	Location
<i>January 1-2</i>	--	<i>No School – Winter Break</i>	--
January 8	5:30 PM	Marion City Council	ELC Boardroom
<i>January 12</i>	--	<i>No School – Professional Day/Workday</i>	--
January 12	5:00 PM	LMCSD Board of Directors Meeting	ELC Boardroom
January 15	8:00 AM	Policy Committee	ELC Boardroom
<i>January 19</i>	--	<i>No School – Professional Day</i>	--
<i>January 19</i>	<i>8:00 AM</i>	<i>All Staff Gathering</i>	<i>New Performance Venue</i>
January 21	7:30 AM	Finance/Audit Committee (F/AC)	ELC Boardroom
January 22	5:30 PM	Marion City Council	ELC Boardroom
<i>January 26</i>	<i>9:30 AM</i>	<i>IASB Day on the Hill Event</i>	<i>Des Moines</i>
January 26	5:00 PM	LMCSD Board of Directors Meeting & Exempt Session	ELC Boardroom
January 29	8:30 AM	Board Visit	Wilkins Elementary

902: Board Committees/Advisories

Required Board Committees/Advisories

Committee/Advisory	Board Representatives
Finance/Audit Committee (F/AC)	Buchholz, Mansoor, Morey
Policy Committee	Langston, Lowe Lancaster, Thomas
Career & Technical Education Advisory (CTE)	Foss, Langston, Mansoor
School Improvement Advisory Committee (SIAC)	Foss, Langston, Mansoor

Additional District Committees/Advisories

Committee/Advisory	Board Representatives
Facilities Advisory Committee	Foss, Lowe Lancaster, Thomas
Venture Academics Advisory (VAA)	Langston, Mansoor, Morey
LMHS School Counselors Advisory	Lowe Lancaster, Mansoor
MEDCO Community Promise Advisory	Buchholz, Mansoor
Linn County Conference Board	Langston
Cedar Rapids Examining Board	Langston
Legislative Liaisons	Morey, Thomas

1000: ADJOURNMENT

MOTION to adjourn the meeting at _____ PM.

Action **Motion:** _____ **Second:** _____

Carried: Yes / No



**INSPIRE LEARNING.
UNLOCK POTENTIAL.
EMPOWER ACHIEVEMENT.**

**BOARD OF DIRECTORS WORK SESSION
DECEMBER 8, 2025**

100: CALL TO ORDER & DETERMINATION OF A QUORUM

The work session of the Linn-Mar Board of Directors will be called to order immediately following the regular meeting in the boardroom of the Educational Leadership Center (3556 Winslow Rd, Marion). Roll will be taken to determine a quorum.

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

200: ADOPTION OF AGENDA

MOTION to approve the agenda as presented.

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

300: WORK SESSION

301: Review of Board Operations Manual – Exhibit 301.1 *(BG #1a-Visionary Team)*

President Lowe Lancaster and Vice President Foss will facilitate a review and discussion of the Board Operations Manual.

400: ADJOURNMENT

MOTION to adjourn the work session at _____ PM.

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