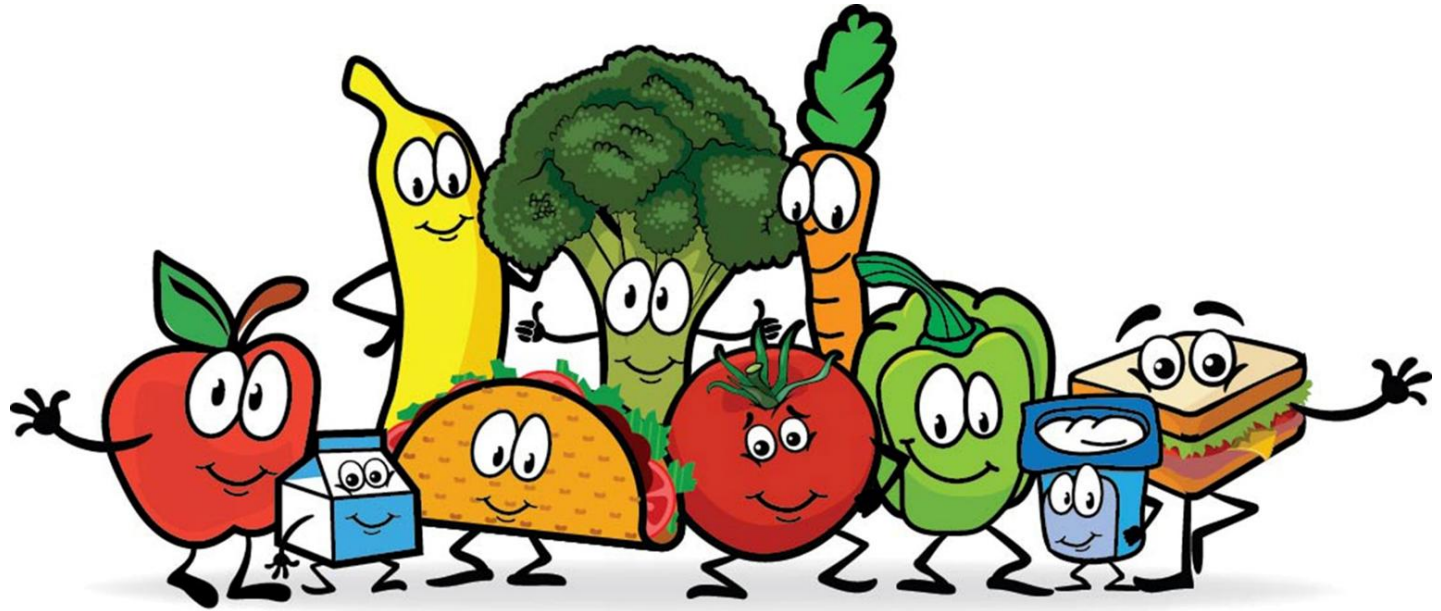


FY26 Operations Update

*Nutrition Services, Transportation,
Operations & Maintenance*

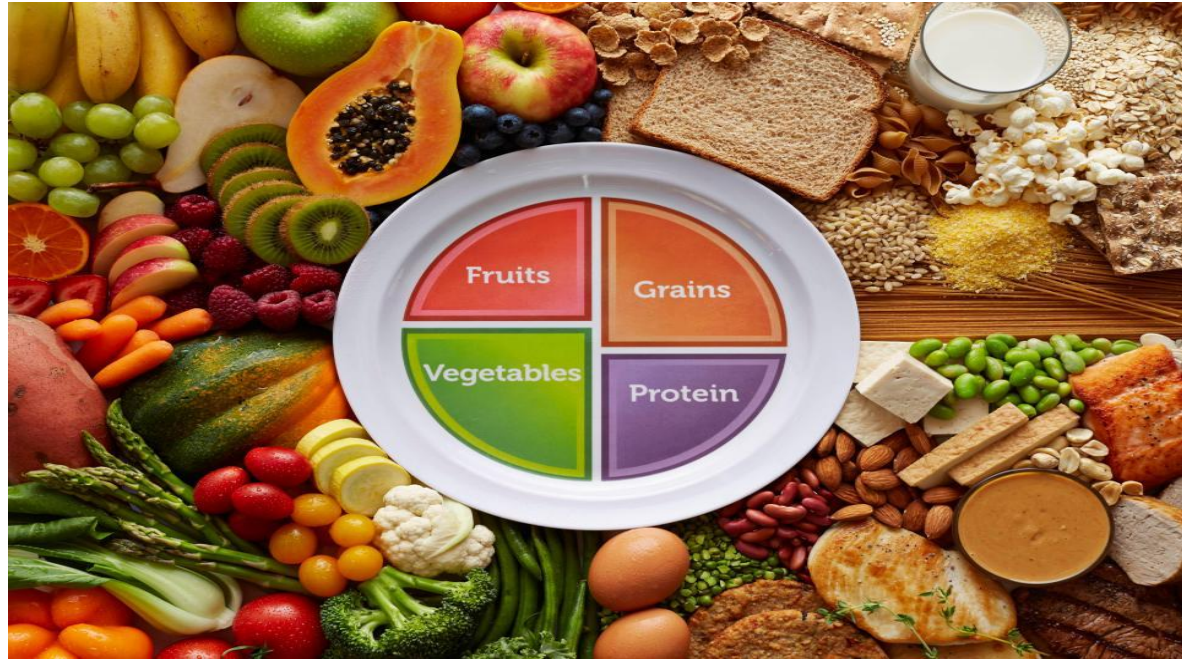


Linn-Mar Nutrition Services



86 Nutrition Services Professionals





Menu Planning

Fruit: Minimum ½ cup offered daily.

Vegetables: Minimum of ¾ cup offered daily. Vegetables are broken down into dark green, red/orange, beans/peas, starchy and other. Weekly minimums are in place for each category. Students are required to select ½ cup fruit or vegetable daily.

Grains: At least 80% of the grains offered in school meals must be whole grain rich, 1-2 ounces offered daily.

Meat/meat alternate: 1-2 ounce offered daily. Minimum of 8 oz. offered per week.

Fluid milk: 1 cup offered daily. Milk must be fat-free or low-fat. Flavored milk must be fat-free. (For students with lactose intolerances or allergies, milk substitutes must be nutritionally equivalent to dairy milk.)

Calories: Daily average over one week required to be between K-5(550-650); 6-8(600-700); 9-12(750-850) calories for lunch and K-5(350-500); 6-8 (400-550); 9-12 (450-600) for breakfast.

Saturated fat: Daily average over one week required to be less than 10% per week; trans fats are banned.

Sodium: Daily average over one week required to be less than K-5(1,110); 6-8(1,225); 9-12(1, 280) mg per week for lunch and less than K-5(540); 6-8(600); 9-12(640) for breakfast.

Additional Considerations:

Do students like the food?

Do the plate “colors” look appealing?

Can we mass produce and transport to our satellite schools?

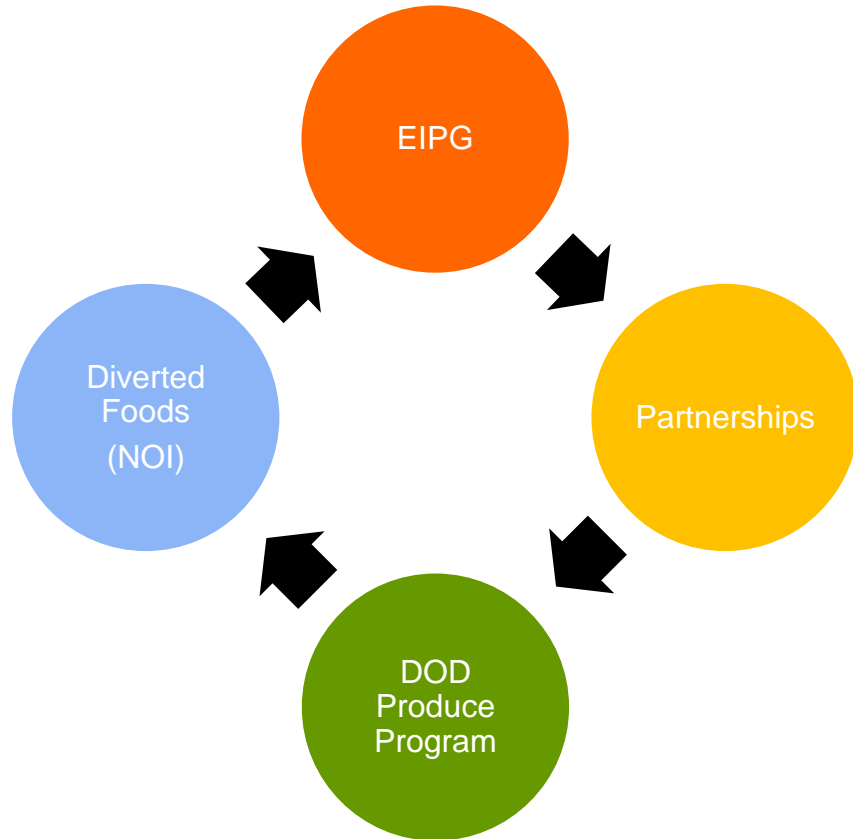
Will the items “hold” for service at satellite schools?



Reimbursable Meals

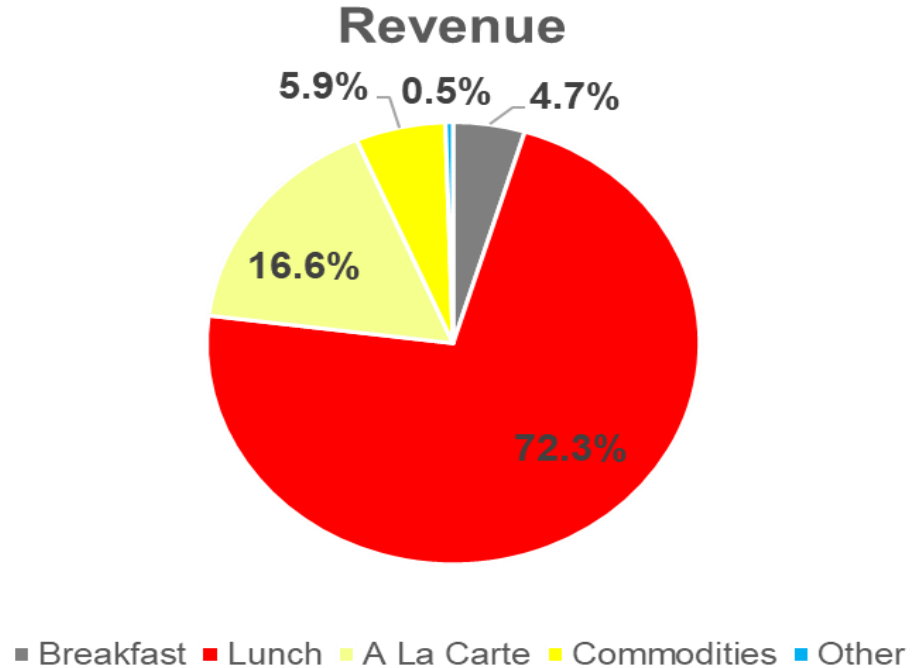
<u>Year</u>	<u>Breakfast</u>	<u>Lunch</u>
2024/25	665(9.3%)	3,938 (55.0%)
YTD: 2025/26	672(9.41%)	3,900(54.64%)

Cost Control Measures



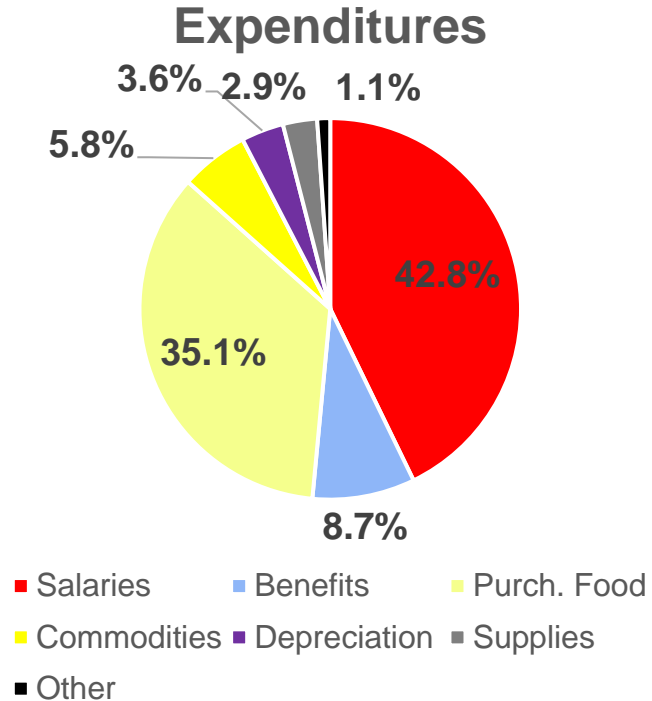
FY25 Nutrition Fund Revenue

Breakfast Revenue:		
Daily Sales	\$	42,953
State Reimb.	\$	2,567
Fed Reimb.	\$	124,759
Subtotal	\$	170,279
Lunch Revenue:		
Daily Sales	\$	1,659,622
State Reimb.	\$	23,083
Fed Reimb.	\$	909,969
Subtotal	\$	2,592,675
A La Carte	\$	594,863
Commodities	\$	210,938
Other	\$	18,405
Total		\$ 3,587,160



FY25 Nutrition Fund Expenditures

Salaries	\$	1,547,784
Benefits	\$	315,121
Purchased Food	\$	1,271,346
Commodities	\$	210,938
Depreciation	\$	131,834
Supplies	\$	103,328
Other	\$	39,264
Total	\$	3,619,616





Transportation

Staffing

Staff	Current	2022
Manager	1	1
Ops/Dispatch	2	2
Secretary	0	0
Mechanic	3	3
Fuel/Helper	1	1
Full Time Total	7	7
Reg Drivers AM & PM	34	33
Sub – AM or PM	8	11
Sub – Any	4	3
Attendant	10	12
Total	63	66

Vehicles

	2026	Post Sale	2022
Buses	68	59	66
Vans - Passenger	10	10	12
Vans – Cargo	2	2	2
SUV	2	2	0



Bus Fleet Inventory		
Model	Year	Number
IC	2026	5
Bluebird	2026	5
Bluebird	2024	4
Bluebird	2023	4
Bluebird	2021	4
Bluebird	2020	4
Bluebird	2019	4
Bluebird	2018	4
Bluebird	2017	4
Bluebird	2016	3
Girardin	2015	1
Bluebird	2015	4
Bluebird	2014	4
Bluebird	2013	3
Bluebird	2012	3
Bluebird	2009	5
Bluebird	2008	4
Blue Bird	2006	3



Student & Route Info

Students Assigned	2026	2022
Regular Transportation	3132	3400
Specialized Transportation	96	118
TOTAL	3228	3518

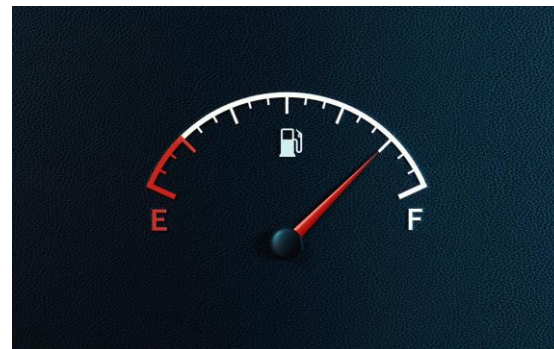


Transportation Runs	2026	2022
AM	33	38
Mid-Day	3	4
PM	33	39

Routes Per Tier 2026		Regular Transportation	Specialized Transportation	Total
Tier 1 7:50	Intermediate/MS	28	6	34
Tier 2 8:30	Elementary	22	8	30
Tier 3 9:00	High School	18	5	23

Miles & Fuel

Gallons	24-25	21-22
Gasohol	7,434	9,967
Diesel Gallons	33,800	36,400
Propane	47,750	44,201



Fuel Cost	Current	21-22
Gasohol	\$1.75	\$3.52
Diesel	\$3.30	\$4.42
Propane	\$1.53	\$1.44

	24-25	21-22
Route Miles	423,117	453,032
Odometer Miles	544,935	580,478



Operations & Maintenance

O&M Specialties

1. *HVAC*

1. *Electrical*

1. *Plumbing*

1. *Skilled Maintenance*

1. *Grounds*



HVAC

1. *BMS (Building Management System)*

1. *Freezer & Cooler Alarms*

1. *1,150 Mechanical Units*

1. *Rebuild pumps, change compressors*

1. *Troubleshoot issues*

Electrical

1. *Lighting Repair (Ballasts, Bulbs, Drivers)*
2. *Clocks*
3. *Fire Panels*
4. *Kitchen Equipment Repair*
5. *Laminators*
6. *Circuit Boards*

Plumbing

- 1. *Finished FCS kitchen at AEC*
- 1. *Replaced water heaters at Wilkins*
- 1. *Minor restroom renovations*
- 1. *Replaced 179 water cooler filters*
- 1. *Record year on number of work orders*

Skilled Maintenance

- 1. *Repair drywall, furniture, flooring*
- 1. *Install white boards and projectors*
- 1. *Custodial equipment repair*
- 1. *Move large items between buildings*

Grounds

1. *Mow and maintain 275 acres of turf grass*
2. *Fertilize, spray and paint athletic fields (8 practice football/soccer fields, 3 game football/soccer fields, 2 baseball fields, 2 softball fields)*
3. *Wilkins playground removal, grading and excavating Summer of 2025*
4. *Concrete repair/replacement*
5. *Playground repair and upkeep (equipment and mulch)*
6. *Snow removal (All O&M Staff)*

Annual Inspections

1. *Smoke Detectors*
2. *Sprinklers*
3. *Fire Extinguishers*
4. *Boilers*
5. *Kitchen Exhaust Hoods*
6. *RPZs (Backflow preventers)*
7. *Elevators*
8. *Exit and Emergency Lighting (Monthly)*



**Thank you for the opportunity to share
information about our departments!**

Questions?

Retention Playbook

Winning the Super Bowl of Talent

Kickoff Agenda Overview

- LM Playbook and Goals
- Quarterback/Offensive Vision
- Playing by the Rulebook
- Building a Strong Defense

The Playbook (Winning the Talent SB)

Three Key Plays:

1. Employee Engagement & Experience
2. Retention
3. Compliance

Aligned with two strategic goals:



○

Quarterback “Vision”

- 4.1 People Performance Optimization
 - Leverage technology to gather “people analytics” for data informed decision making.
- 4.3 Workplace Satisfaction and Retention
 - Establish consistent measures such as the Upbeat Survey System to collect data, both qualitative and quantitative, regarding workplace satisfaction at all levels within the district.
- Compliance
 - Ensure that all employees are treated equitably and consistently through fostering high-quality, trusting, inclusive relationships (and make sure they are getting the mandatory training to be successful)

Kickoff! Employee Engagement and Retention - Goal 4.1, 4.3

1st down - Assess employee engagement and satisfaction

Listen

2nd down - Review the data / Reflect

Understand

3rd down - Create a winning plan through addressing the feedback

ACT!

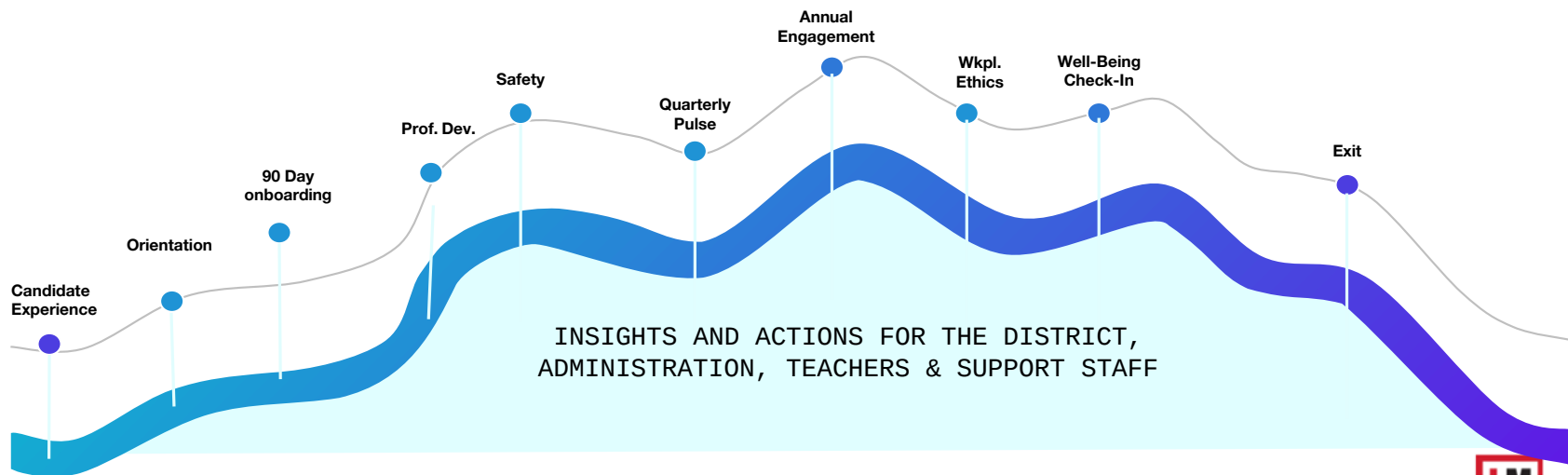
TOUCHDOWN!!!! - Retain MVP's

And... how do we do that (effectively and efficiently)?

Qualtrics - Employee Experience/Engagement Platform

Provides insights into how our employees are feeling regarding their work experience from onboarding through exit interviews (employee lifecycle)

Each touchpoint is a potential opportunity to *better understand and support* our employees



AI, ANALYTICS & PREDICTIVE MODELING



Qualtrics - Employee Experience/Engagement Platform

Well designed questions / measure the right things with benchmarks

Personalized questions to include internal terminology

Role specific dashboards

Large library of evidence based best practices to respond to feedback

AI provides concise, actionable insights for Principals/Supervisors

Flexible channels

- Email (anonymous)
- QR Codes
- Microsoft Teams
- Automated reminders
- SMS and mobile optimized

Confidential employee comment summaries (reveals overarching themes)



Building a Strong Defense Against Turnover

Workplace Satisfaction

- Establishing district wide and job specific measures to capture relevant and actionable feedback to assess what to:
 - keep (holding)
 - improve (strengthen)
 - or throw away (pitch)
 - Consistent with our strategic plan
 - Honors schools and departments unique identities
- Timely Huddles with staff for review / progress
- Exit interviews - avoid future free agency situations
 - Watch game film (modern) and improve



Rulebook / Make the right calls (pick up that red flag)

- Ensuring Fair Play
 - Avoid Survey Fatigue
 - Transparent, timely communication and actionable follow-up
- Avoiding Penalties (that cost us yardage)
 - Ensure all required trainings are completed

Vector Solutions / K-12 Staff & Student State Compliance Training

Online Training Management System

- 100% School Focused
- Training for every department
- Customizable with our own content
- Automated - Sets up training plans, email notifications, real time tracking

Topics included (Over 200 courses):

- Safety and Compliance
- Inclusive Instruction and Interventions (paraprofessionals/associates)
- Facilities Maintenance

Championship Vision

- Employee Retention and Engagement Platform
- Data driven decision making
- Culture of trust, transparency and feedback
- Compliance

Linn-Mar Community School District
viewed as THE employer of choice



THANK YOU!

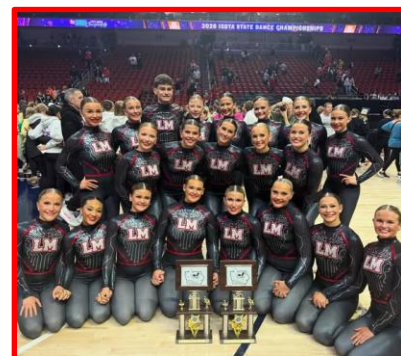




District Honors & Highlights

January 12, 2026

POMs Honors: Congratulations to LM POMs for placing second in the Class XIV POMs and second in the Class VII Jazz categories during the Iowa State Dance/Drill Team Association State Competition. Congrats are also extended to Brooklyn Taylor for earning eighth place in the Class XII solos.



Show Choir Highlight: Congratulations to the LM Show Choirs for an awesome job on their "Get in the Spirit" holiday performances in December. The performers and directors kicked off the debut of the new performance hall in great fashion! #WeAreLinnMar

Teacher Honor: Congratulations to Ann Renner, Wilkins Elementary Third Grade Teacher, for being the recipient of KCRG's A+ for Education Award.



LMHS Wind Ensemble Honor: Congratulations to the LMHS Wind Ensemble on their recent performance as a Clinic Ensemble at the Midwest Clinic International Band and Orchestra Conference held in Chicago, IL.

ALO/NHS Talent Show Highlight: Best of luck goes out to the ALO (Accountability, Leadership, and Opportunity) and NHS (National Honors Society) student organizations as they host a talent show on January 13th that will include musical performances, comedy acts, and other unique displays of skill. All proceeds from the event will benefit Marion Cares.

AIA® Document G704® – 2017

Certificate of Substantial Completion

PROJECT: <i>(name and address)</i> Linn-Mar CSD HS Extension Renovation 2999 North Tenth Street Marion, Iowa 52302	CONTRACT INFORMATION: Contract For: Renovation Work Date: May 10, 2024	CERTIFICATE INFORMATION: Certificate Number: 001 Date: August 22, 2024
OWNER: <i>(name and address)</i> Linn-Mar Community School District 29999 North Tenth Street Marion, Iowa 52302	ARCHITECT: <i>(name and address)</i> OPN Architects, Inc. 200 Fifth Avenue SE, Suite 201 Cedar Rapids, Iowa 52401	CONTRACTOR: <i>(name and address)</i> Unzeitag Construction 1619 F Avenue NE Cedar Rapids, Iowa 52402

The Work identified below has been reviewed and found, to the Architect's best knowledge, information, and belief, to be substantially complete. Substantial Completion is the stage in the progress of the Work when the Work or designated portion is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use. The date of Substantial Completion of the Project or portion designated below is the date established by this Certificate.

(Identify the Work, or portion thereof, that is substantially complete.)

OPN Architects		Susan Bowersox,, Senior Project Architect	August 22, 2024
ARCHITECT <i>(Firm Name)</i>	SIGNATURE	PRINTED NAME AND TITLE	DATE OF SUBSTANTIAL COMPLETION

WARRANTIES

The date of Substantial Completion of the Project or portion designated above is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below:

(Identify warranties that do not commence on the date of Substantial Completion, if any, and indicate their date of commencement.)

WORK TO BE COMPLETED OR CORRECTED

A list of items to be completed or corrected is attached hereto, or transmitted as agreed upon by the parties, and identified as follows:
(Identify the list of Work to be completed or corrected.)

ITEMS INDICATED ON THE ATTACHED PUNCHLISTS

The failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. Unless otherwise agreed to in writing, the date of commencement of warranties for items on the attached list will be the date of issuance of the final Certificate of Payment or the date of final payment, whichever occurs first. The Contractor will complete or correct the Work on the list of items attached hereto within 14 calendar () days from the above date of Substantial Completion.

Cost estimate of Work to be completed or corrected: \$100,000.00

The responsibilities of the Owner and Contractor for security, maintenance, heat, utilities, damage to the Work, insurance, and other items identified below shall be as follows:

(Note: Owner's and Contractor's legal and insurance counsel should review insurance requirements and coverage.)

The Owner and Contractor hereby accept the responsibilities assigned to them in this Certificate of Substantial Completion:

Unzeitag Construction		Doug Wall,, Project Manager	09/18/25
CONTRACTOR <i>(Firm Name)</i>	SIGNATURE	PRINTED NAME AND TITLE	DATE
Linn-Mar Community School District		Katie Lowe Lancaster Board President	
OWNER <i>(Firm Name)</i>	SIGNATURE	PRINTED NAME AND TITLE	DATE

APPLICATION AND CERTIFICATE FOR PAYMENT

PAGE 1 OF 3 PAGES

TO (OWNER) Linn Mar Comm Schools PROJECT: Linn-Mar High School APPLICATION NO: 4 Distribution to:
 490 62nd Street Extension Remodel PERIOD TO: 7/30/2025
 Marion, IA 52302
 () OWNER
 () ARCHITECT

FROM: Unzeitig Construction Co. VIA ARCHITECT: Attn: () CONTRACTOR
 1619 F Ave NE OPN Architects Inc ARCHITECT'S
 Cedar Rapids, IA 52402 200 5th Ave SE, Ste 201 PROJECT NO: ()
 Cedar Rapids, IA 52401 CONTRACT DATE: 5/10/2024

CONTRACT FOR: General Construction

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for Payment, as shown below, in connection with the Contract.

CHANGE ORDER SUMMARY		
Change Orders Approved in Previous months by owner	Additions	Deductions
	420.88	-21391.75
TOTAL	420.88	(21,391.75)
Approved this Month		
Number	Date Approved	
Totals	420.88	(21,391.75)
Net Change by Change Orders	(20,970.87)	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:

By: James D. Little 7/30/2025

1. Original Contract Sum	\$ 1,085,000.00
2. Net Change by Change Orders	(20,970.87)
3. Contract Sum to Date (Line 1+/-2)	1,064,029.13
4. Total Completed & Stored to Date	1,064,029.13
5. Retainage	
a. ____% of Completed Work	
b. ____% of Stored Material	
Total Retainage (Line 5a + 5b)	-
6. Total Earned Less Retainage (Line 4 Less Line 5)	1,064,029.13
7. Less Previous Certificates for Payment (Line 6 from Prior)	(964,029.13)
8. Current Payment Due	\$ 100,000.00
9. Balance To Finish, Plus Retainage (Line 3 Less Line 6)	-

State of: Iowa County of: Linn
 Suscribed and sworn to before me this 30th day of July, 2025

Notary Public: Terrie J Little
 My Commission Expires: 3/27/2028



ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

Amount Certified..... \$100,000.00
 (Attach explanation if amount certified differs from the amount applied for.)
 Architect: OPN ARCHITECTS
 By: Sam Jones Date: 8/20/25
 Construction Manager
 By: _____ Date: _____

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this contract.

From: UNZEITIG CONSTRUCTION COMPANY
 Project: LINN-MAR HS EXTENSION REMODEL

Project No: 699
 Billing No: 4.00
 From Period: 2-04-25
 To Period: 7-30-25
 Billing Date: 7-30-25

Item	Description	Scheduled Value	Previous Work to Date	Work in Place	Stored Materials	Total Work to Date	Pct Comp	Balance Remaining	Retainage
1	GENERAL CONDITIONS LABOR	30,688.00	30,688.00			30,688.00	100		
2	GENERAL CONDITIONS MATERIALS	13,612.00	13,612.00			13,612.00	100		
3	DEMOLITION LABOR	76,503.00	76,503.00			76,503.00	100		
4	DEMOLITION MATERIALS	19,059.00	19,059.00			19,059.00	100		
5	JOINT SEELANT LABOR	2,237.00	2,237.00			2,237.00	100		
6	JOINT SEELANT MATERIALS	1,853.00	1,853.00			1,853.00	100		
7	DOORS, FRAMES, HARWARD LABOR	12,411.00	12,411.00			12,411.00	100		
8	DOORS/FRAMES/HARDWARE MATERIAL	15,983.00	15,983.00			15,983.00	100		
9	GLAZING LABOR	317.00	317.00			317.00	100		
10	GLAZING MATERIALS	620.00	620.00			620.00	100		
11	GYPSUM BOARD LABOR	10,519.00	10,519.00			10,519.00	100		
12	GYPSUM BOARD MATERIAL	5,958.00	5,958.00			5,958.00	100		
13	ACOUSTIC CEILING LABOR	32,789.00	32,789.00			32,789.00	100		
14	ACOUSTIC CEILING MATERIAL	60,896.00	60,896.00			60,896.00	100		
15	RESILIENT/LINOLIUM/CARPET LABO	29,353.00	29,353.00			29,353.00	100		
16	RESILIENT/LINOLIUM/CARPET MATE	131,696.00	131,696.00			131,696.00	100		
17	PAINTING LABOR	25,530.00	25,530.00			25,530.00	100		
18	PAINTING MATERIAL	8,861.00	8,861.00			8,861.00	100		
19	FIRE SUPPRESSION LABOR	64,080.00	64,080.00			64,080.00	100		
20	FIRE SUPPRESSION MATERIAL	105,106.00	105,106.00			105,106.00	100		
21	HVAC LABOR	63,485.00	63,485.00			63,485.00	100		
22	HVAC MATERIAL	42,076.00	42,076.00			42,076.00	100		
23	ELECTRICAL LABOR	29,501.00	29,501.00			29,501.00	100		
24	ELECTRICAL MATERIAL	52,169.00	52,169.00			52,169.00	100		
25	TELECOM LABOR	36,034.00	36,034.00			36,034.00	100		
26	TELECOM MATERIAL	132,140.00	113,664.00	18,476.00		132,140.00	100		
27	ELECTRONIC SAFETY LABOR	32,770.00		32,770.00		32,770.00	100		
28	ELECTRONIC SAFETY MATERIAL	48,754.00		48,754.00		48,754.00	100		
29	CO-1 ITC002 JBL SPEAKERS	420.88	420.88			420.88	100		
30	CO-2 ITC001, 003, 004	17,741.75-	17,741.75-			17,741.75-	100		
31	CO-3 REPAIR/PUNCH LIST ITEMS	3,650.00-	3,650.00-			3,650.00-	100		

Totals	1,064,029.13	964,029.13	100,000.00	.00	1,064,029.13	100	.00
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Linn-Mar Board of Directors Operations Manual

*A Guide for School Board
Operations and Functions*



3556 Winslow Road
Marion, IA 52302

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Introduction

In order to provide the necessary and appropriate leadership for the district, the Linn-Mar Community School District Board of Directors, both collectively and individually, is committed to governing as a professional board of directors. This means a commitment to the principles and practices of professional governance; the sharing of a common understanding of board policies, practices, procedures, and principles; a focus on continuous learning and improvement; and a willingness to serve as a model of effective, ethical leadership for students, staff, and the community.

The *Board Operations Manual* explains the duties, structure, and responsibilities of the Linn-Mar Community School District Board of Directors as per the Iowa Association of School Boards (IASB) recommendations and State of Iowa Code. This manual is a living document and is in no way meant to be the final word as to how the board will direct its business. Each iteration of the board will reflect the personality of that board and may result in additions or revisions.

Board Authority

Board authority is derived from State of Iowa Code, which includes many different powers and duties of school boards. As a corporate body, the board may transact business only with a quorum of its membership present during a regular or special meeting.

According to *Dillon's Rule*, a local school board can only do what it is authorized to do per code, as opposed to home rule where action can be taken unless it is stated in code that the action is not allowed. The Linn-Mar Community School District Board of Directors policy manual includes a listing of the school board's general powers and duties in [Policy Series 200-Board of Directors](#).

The following is a partial listing of the duties and powers the board has the authority to carry out and reflects the authority vested in local school boards:

1. Determine major educational needs and develop plans to meet those needs.
2. Set time and place of regular and special meetings.
3. Fill, by appointment, any vacancies occurring between elections.
4. Employ a superintendent.
5. Approve the employment and salaries of administrators/managers, teachers, principals, other licensed personnel, and staff members.
6. Terminate the contract or immediately discharge any employee subject to the provisions of any applicable law and/or board policy.
7. Become members of the Iowa Association of School Boards and pay dues.
8. Utilize funds received through gifts, devises, and bequests in the general or schoolhouse funds, unless limited by the terms of the grant.

9. Employ legal counsel and bear the cost of litigation.
10. Allow all just claims against the school corporation.
11. Insure against loss of property.
12. Appoint a board secretary and treasurer.
13. Require bonds for individuals having custody of school corporation funds, funds from extra-curricular activities or other sources, and pay premiums from the general fund.
14. Determine district attendance centers and the particular school each student will attend.
15. Maintain attendance centers based upon the needs of school-age students and include in the educational program additional courses, subjects, or activities that fit the needs of the students.
16. Provide transportation services.
17. Acquire, hold, convey, lease, rent, and manage property; real and personal.
18. Incur indebtedness when authorized by the voters of the school corporation.
19. Make rules for its own government.
20. Maintain adequate administration, school staffing, personnel assignment policies, teacher qualifications and licensing requirements, facilities, equipment, grounds, graduation requirements, instructional requirements and materials, maintenance procedures, and policies on extra-curricular activities.
21. Expel students from school for violation of rules established by the board or when their presence is detrimental to the best interests of the school.

Board Member Responsibilities

Board member responsibilities include attending board meetings; being prepared in advance by reading agendas, supporting documentation, presentation materials, and other informational documents; seeking information that is necessary; and suspending all judgement prior to the decision-making process at the board table. Effective board members also resist presenting surprises at board meetings by abiding by board policies and rules and holding off personal decisions until all evidence is in and all board discussion has occurred.

The board is made up of seven members of the Linn-Mar Community School District with each member assuming responsibility for the total board's effectiveness, functions, and efficiency. No individual can speak for or act on behalf of the board. The board acts only when a quorum is present and when a majority of that quorum reaches a decision. The Linn-Mar Community School District Board of Directors strives to be unified and professional at all times. This does not mean, however, that board members cannot have disagreements or open discussions about district issues. Open discussions are encouraged in order to thoroughly examine each issue. Disagreements are to be handled in a respectful manner at all times with board members displaying courtesy for each other and for differing points of view.

Board Ethics

Board member actions, verbal and nonverbal, reflect the attitudes and beliefs of the Linn-Mar Community School District. Therefore, board members must conduct themselves in accordance with the Iowa Association of School Boards' Code of Ethics as outlined in [Policy Series 200](#).

Board members must avoid conflicts of interest, either real or perceived, related to serving on the board. Both Iowa law and board policy describe limitations placed on board members in carrying out their duties, but these limitations cannot address every situation where a conflict of interest may arise. Therefore, board members must be vigilant in avoiding any actions that may be perceived as creating a conflict of interest and disclose any conflicts of interest on an annual basis by completing the district's Board of Director's Conflict of Interest form ([Policy 202.7-E](#)).

Iowa law states that all actions of the board shall be conducted in public, while at the same time the law allows for specific situations and procedures wherein the board may meet in private to discuss confidential information. Board members are privy to confidential information in the course of their service to the district. It is imperative that each board member respect the confidentiality of information shared with them.

Refer to [Policy 202.7-Board of Directors Conflict of Interest](#) and [202.7-E-Board of Directors Conflict of Interest Disclosure Form](#) for additional information.

Board Guiding Principles

1. Deliberate in many voices but govern in one voice.
2. Cultivate a sense of group responsibility with the understanding that it is the board, not the staff or administration, which is responsible for excellence in governance.
3. Be an active part of the district's leadership team striving to lead the district through a clear mission statement, an articulated vision for the district, shared and commonly understood goals, broad and clearly written policies, and continual monitoring of the performance of the schools and students.
4. Be willing to hold itself to the highest standards of excellence in governance and professional responsibility, including a willingness to hold individual board members and the board as a whole accountable for its actions.
5. Continually monitor its own processes, performance, and progress.
6. Vigorously and intelligently advocate for the district and its students on the local, state, and national levels.
7. Commit both individually and collectively to being well-informed and educated on local, state, and national educational issues, initiatives, and practices.
8. Regularly communicate as one voice while exercising confidentiality, when appropriate, to all stakeholders about district performance, direction, initiatives, issues, and ideas.

9. Formally and informally recognize and celebrate school, staff, and student success.
10. Insist on the pursuit of excellence on the part of all with a role in the district; staff, students, **families/guardians**, and board members.
11. Always strive to act in the interest of what is best for all students, believing that all students can learn and succeed at a high level.
12. Serve as a model of positive, professional, and ethical conduct in an open and transparent manner.

Board Meetings

Work Session Agenda Format:

- 100: Call to Order and Determination of a Quorum
- 200 Adoption and/or Revision of the Agenda
- 300: Informational Reports and Discussion
- 400: Adjournment

Work sessions will have the following characteristics:

1. No formal board action or decisions will take place;
2. Discussions are informational or for data analysis;
3. Are for building board member awareness and learning; and
4. Are for board member team building.

Regular Session Agenda Format:

- 100: Call to Order and Determination of a Quorum
- 200: Adoption and/or Revision of the Agenda
- **300: District Highlight Moment**
- ~~300~~ 400: Audience Communications
- ~~400: Mission Moment~~
- 500: Informational Reports
- 600: Unfinished Business
- 700: New Business
- 800: Consent Agenda
- 900: Board Communications and Calendar
- 1000: Adjournment

The board shall make rules for its own governance. The board may make and enforce reasonable rules for the conduct of its meetings to ensure they are orderly and free from interference or interruption by spectators. The Linn-Mar Board of Directors has chosen to follow *Robert's Rules of Order, Revised* latest edition as a procedural model for operational purposes.

Board meetings shall be held at a place accessible to the public and at a time reasonably convenient to the public, unless such a place or time is impossible or impractical which shall be

stated in the minutes. The public may use cameras or recording devices at any open meeting.

Board meetings are held **IN** the public, but not **FOR** the public. Meetings are to conduct district business in an open and transparent manner, not to engage in dialogue with the public. Public comments are allowed at the start of each open, regular meeting; but not during the order of business. Guidelines for addressing the board are outlined in the agenda and shared with the public prior to the audience communications section of the meeting. The guidelines for public participation in board meetings are also found in policies [204.7-Board Meeting Agendas](#) and [204.9-Public Participation in Board Meetings](#).

When participating in discussion, the board directs the superintendent and administration. The directive will be restated for clarity and conciseness by the board president to ensure there is common agreement and consensus from the entire board. Board meetings should allow business to be transacted efficiently, protect individual rights, and maintain the working relationship among members.

The role of the superintendent during board meetings will be that of advisor and facilitator in helping the board work through its business and reach decisions. As the chief executive officer of the district and the chief advisor to the board, the superintendent will provide timely information, materials, adequate time for deliberation, and recommendations given prior to board meetings and prior to board deliberations when making decisions. Reports, presentations, and documentation will follow a format developed by the superintendent and shared with the board.

Reports to the board during regular meetings will be concise. Written materials will be provided to the board in advance for their review and preparation for the presentations. All visual aids will be of a quality that the board and audience can view from their seats. The preferred format is electronic projection.

The board is to come prepared and ready to participate in the discussion and decision-making process. The board will also be given advance notice as to whether or not presentations or reports are for information only or if they are for deliberations and/or action.

Board Committees and Advisories

The administration will inform all board advisory committees of requirements as stated in legislation regarding open meetings. The board will be aware that any committee that it appoints is under the open meetings law requirement. Care will be taken to assess whether a committee already functioning in the district may be used for the purposes of the board, rather than the creation of a new committee.

Board members are encouraged to be active on committees and other advisory groups that

function within the district. Board member participation is to be advisory only, since it might be construed that a board member may have the potential to persuade others with their vote. Therefore, no board member will be a committee chairperson or a voting member of a committee or advisory group within the district.

Schedules

It is important for board members to be actively involved in board events to not only learn about the district, but to also show support for Linn-Mar and advocate for the district. Therefore, board members are expected to attend board meetings, school and site visits, special meetings for community input, and other meetings and events throughout the district and community. A rotating schedule will allow board members to attend Marion City Council meetings in order to facilitate communication between the two entities.

Schedules for board meetings, school/site visits, and committee/advisory meetings are developed at the beginning of each school year. Ongoing calendars can be found at the end of each board meeting agenda and on the board/policy website (<http://.policy.linnmar.k12.ia.us/>).

Policy

A school board fulfilling its policy-making duties fulfills the board's most important function. Written board policy represents that the school district is managed in a business-like manner and informs all stakeholders of the board's intent, goals, and objectives. Written policy fosters stability and continuity whenever board members or district personnel changes. Written policy also disarms critics by providing clear-cut, thoroughly researched, and planned solutions.

Written board policies have the same force and effect in a school district as Iowa laws have in the state, and as federal laws have in the country.

Iowa Code places the authority to develop and adopt policy for a school district in the hands of the school board. The Iowa State Department of Education Educational Standards, which set the requirements for an accredited education program, require the board to adopt and maintain a board policy manual. The district's board policy manual can be accessed via the district's school/policy website (<http://.policy.linnmar.k12.ia.us/>).

If an issue or area of concern is one that only the board can change and determine, it is policy. If an issue or area of concern is one that the administration can change, it is administrative regulation.

Policy Development

The policy development process has been designed so that several sources of input can be given to the board regarding review and development of its policies. By law, each board policy

must be reviewed at least once every five years.

A policy committee made up of board members, the superintendent, and key administrators will be used to review board policies and make recommendations to the board. The policy committee will meet regularly during the school year to review the policies. It will be the duty of this committee to review the policies for accuracy, content, appropriateness, timelines, and necessity. In order to accomplish this, each member of the committee will review current board policies and recommendations for changes that have been communicated to the district by the Iowa Association of School Boards (IASB), along with state and federal requirements and changes.

Policy committee recommendations will be presented to the board during regular meetings for discussion, first and second readings, and adoption upon board approval.

Relationships and Communications

There are two types of communications that board members will incur, internal (owner/district) and external (customer/patron). Board members should assess all communications and be aware of which type of communication they are being engaged in at all times.

As board members engage in communication with various patrons, they should remember that patron concerns should be addressed from the lowest level of authority first and then, if not satisfied, patrons should work upward to the superintendent or board level. (Ex: teacher>building administrator>human resources>superintendent>board) Patrons should be directed to contact the superintendent regarding an issue only after exhausting the appropriate channels of communication.

Internal Communications and Relationships

Board members are encouraged to interact and communicate with staff members as a means of gathering information and knowledge of the workings of the district. If staff members want board members to solve managerial issues, or when a board member is not satisfied with staff performance, these situations should be directed to the superintendent for resolution, supervision, or evaluation.

Board members need to separate their role as a board member from their role as a parent/patron when dealing with staff and administrators and should clarify which role they are in when communicating with staff and administrators. Administrators or staff may be hesitant to speak openly with board members for fear of retribution, especially if the conversation includes a complaint about district operations.

Staff should reflect respect for the district and its employees when stating concerns or opinions, and their concerns and opinions should be based on factual information not rumors. When listening to and speaking with staff members, conversations should be mutually respectful of the

district, board, and all employees. All board members and staff are governed by the board policies which prohibit retaliation, bullying, or discrimination.

The board needs to exercise caution in personnel issues. Board members must always keep in mind that they are the final hearing officers in any personnel dispute. If a board member becomes involved in a personnel issue, they may need to recuse themselves from a hearing due to the possibility of being prejudiced. For that reason, personnel issues should be handled only by administrators hired for that purpose.

Any discussion by the board that could be interpreted as evaluative must be done in a meeting with the employee given the opportunity to be present to give their side of the issue, as well as the option of a closed session. Staff members may try to have board members solve problems outside board meetings, or a board member may not be satisfied with staff performance, but according to board procedure and policy these situations should be directed to the superintendent for resolution, supervision, or evaluation.

The board and staff members (certified and classified) will engage in a variety of communication strategies. Board retreats are one option that has been successfully used to further interaction and open communication.

Internal Board and Superintendent Relationship/Communications

Because of the relationship the board and superintendent must have to conduct the work of the district, it is imperative that they keep each other informed of current issues. There should not be surprises at board meetings from either the board or superintendent. Board members will refrain from lobbying efforts with other board members outside of board meetings.

The superintendent will publicly support the Linn-Mar Board of Directors and its decisions, and the board will publicly support the superintendent and his/her decisions. Additionally, each board member is expected to publicly support decisions reached by the board as a whole, even if the board member voted with the minority on an issue.

Board members will be charged with maintaining relationships within the board in accordance with board standards per the Iowa Association of School Boards (IASB).

External (Public) Relationships and Communications

Reminder: There are two types of communications that board members will incur, internal (owner) and external (customer). Board members should assess and be aware of which type of communication they are being engaged in at all times. Patron concerns should be addressed from the lowest level of authority first and then, if not satisfied, patrons should work upward to the superintendent or board level. Patrons should be directed to contact the superintendent regarding an issue only after exhausting the appropriate channels of communication.

On controversial issues, the board will have a public statement drafted by the superintendent that board members may utilize for any public comment that needs to be made. As individuals,

board members should support the actions and statements of the board. It is board procedure that the entire board be polled by the president prior to any public statement being made on behalf of the board as a whole. The board president shall be the official spokesperson for the board. The superintendent may also speak publicly on behalf of the board. If any board member wishes to address a point of view before the public, it is imperative that each board member communicates that they are speaking from their own personal viewpoint versus a board viewpoint in such a manner that does not contradict the work of the board or district.

Per board [*Policy 1001.2-News Media Relations*](#), The board president shall be the spokesperson for the board and the superintendent shall be the spokesperson for the district. It shall be the responsibility of the board president and superintendent to respond to inquiries from the media about the district. Members of the news media seeking information about the district shall direct their inquiries to the superintendent [or designee]. The superintendent [or designee] shall accurately and objectively provide the facts and the board's position in response to inquiries from the news media about the district.

Per board [*Policy 205.5-Board Member Social Media Engagement*](#), Only the board president is designated as official spokesperson authorized to speak on behalf of the board. Any postings by board members about district related matters on their individual social media accounts shall not be considered official action of the district. Official statements of the district shall be made only on district social media accounts through the designated spokesperson of the district or the entire board speaking as a governing body

If using social media to discuss district-related matters, board members should be aware that they may be prohibited from blocking individual communications and posters based upon the content of their posts. This may constitute viewpoint discrimination, which is when a governmental actor treats speech differently based on the opinion or perspective of the speech or speaker, which is prohibited by the US and Iowa constitutions.

If individual school board members have a dedicated social media page affiliated with their role as a school board member, the school board member should include a statement in the "Intro", "About," or other page description stating that all content and actions of the page represent opinions of the individual only and are not statements of the school board or district. Best practice also includes regularly reinforcing in posts or comments that the shared photos or text does not represent official comments from the school board but represents personal reflection.

The board's strategic planning process will include a plan for district public relations and communications developed by and implemented by the administration and relevant departments.

Refer to policies [*205.5-Board Member Social Media Engagement*](#), [*1001.2-News Media Relations*](#), [*403.35-Social Networking*](#), and [*403.42-Employee Expression*](#) for additional information.

Signatures of LMCSB Board of Directors

Barry Buchholz

Midhat Mansoor

Justin Foss, Vice President

Brittania Morey

Evan Langston

Laura Thomas

Katie Lowe Lancaster, President

Finance/Audit Committee Commission (F/AC)

Statement of Purpose:

The purpose of the committee is to assist the board in discharging its responsibilities relating to financial oversight, budget, internal controls, financial policies, capital structure, and other related matters while helping to achieve the mission and vision of the Linn-Mar District. The Finance/Audit Committee shall serve a dual purpose for the district.

1. Finance Role:
 - a. Oversee the financial affairs of the district
 - b. Review and make recommendations to the board regarding district financial affairs and policies.
2. Audit Role: Oversight of external and internal audit processes

Committee Composition:

The committee shall be made up of up to three members of the Board of Directors, the chief financial officer/board treasurer, and the board secretary. Ad hoc members shall be appointed on an as needed basis for matters of technical expertise or tacit knowledge. Committee members must be capable of:

- Meeting on a quarterly basis (minimum);
- Demonstrating a willingness to learn about school finance;
- Broadly understanding the fiduciary responsibility as it relates to public funds;
- Objectively evaluating proposed finance related decisions;
- Asking questions that are representative of the understanding of the rest of the board;
- Bringing a positive, constructive attitude and well-developed emotional intelligence to work with the board; and
- Effectively communicating financial related matters to the broader constituency.

Responsibilities:

- Monitor the district budget: 1) ensure funds are spent to accomplish strategic initiatives as described within the Strategic Plan and 2) ensure the district is operating in a fiscally sustainable manner;
- Regularly review financial and operational metrics;
- As appropriate, provide reports and guidance to the full board;
- Review and recommend major district expenditures;
- Ensure compliance of existing policies and/or recommend new policies as it relates to the finance and business operations of the district;
- Provide analysis and guidance related to capital and debt issuances;
- Analyze financial implications of any proposed or enacted legislation by local, state, or federal governments; and
- Confer with the independent auditor to ensure the financial affairs of the district are in order.

Policy/Governance Committee Commission

Statement of Purpose:

The Board of Directors for the Linn-Mar Community School District calls for the board to appoint a Policy/Governance Committee to review and enact board policy to provide broad rules and guidelines governing the school district operations, which are developed within the overall framework of state laws and regulations as well as help to achieve the mission and vision of the Linn-Mar Community School District and to train board members in their work and the work of the district.

The expected outcome from the work of this committee will be to ensure an effective board and district by guaranteeing that the board:

- Has a current policy manual that is responsive to all federal and state laws and requirements;
- Has a policy manual that is responsive to local community needs;
- Has a three-year policy manual review cycle;
- Has a board learning agenda;
- Communicates policy changes to the broader constituency; and
- Systematically engages in policy setting, enforcement, and execution.

Committee Composition:

The committee shall be made up of up to three members of the Board of Directors (to be appointed at the annual organizational meeting): the board secretary, the superintendent, and staffed by a member of the executive office. Ad hoc members shall be appointed on an as needed basis for matters of technical expertise or tacit knowledge. Committee members must be capable of:

- Meeting on a quarterly basis (minimum);
- Objectively evaluating proposed policy changes;
- Identifying, cultivating, and brainstorming avenues of policy development;
- Bringing a positive, constructive attitude and well-developed emotional intelligence to work with the board;
- Demonstrating an eagerness to become an expert in high-impact governance; and
- Assuming responsibility for developing board policies.

Commission:

The committee is commissioned to develop the board by focusing on:

- Policy:
 - o Policy Setting (Governance):
 - Lead the board in regularly reviewing and updating the board policy manual
 - Help initiate policy design
 - o Policy Management (Stewardship):
 - Help manage policy library
 - Maintain policy history
 - o Policy Enforcement and Execution (Operational Implementation):
 - Conduct policy performance review and audit
- Board Learning:
 - o Create and maintain board learning plan
 - o Survey individual board member needs
 - o Stay abreast of staff learning plan and district strategic efforts related to staff development

- Knowledge:
 - Design and oversee a process of board orientation to include providing information prior to election as a board member and, when needed, during the first cycle of board activity for new board members.
 - Design and implement an ongoing program of board information and education.
- Effectiveness:
 - Lead the periodic assessment of the board's performance. Propose, as appropriate, changes in board structure, roles, and responsibilities.
 - Provide ongoing counsel to the board president and other board members on steps to take to enhance board effectiveness.
 - Regularly review the board's practices regarding member participation, conflict of interest, confidentiality, etc., and suggest improvements as needed.
 - Periodically review and update the board's policies and practices.
 - Conduct meeting analysis on an as needed basis.

Career and Technical Education Advisory Committee Commission (CTE)

Statement of Purpose:

The Board of Directors for the Linn-Mar Community School District calls for the board to appoint a Career and Technical Education Advisory Committee (CTE) to make recommendations to the board in the areas of career and technical education. The expected outcome of this committee will be to ensure that students are exposed to a well-rounded experience in the career and technical education fields as well as help to achieve the mission and vision of the Linn-Mar Community School District.

Committee Composition:

The committee shall consist of members representing parents, teachers, administrators, and representatives from the community, which may include representatives of business, industry, labor, community agencies, higher education, or other community constituents. To the extent possible, committee membership shall have balanced representation with regard to race, gender, national origin, and disability.

Commission:

The committee is commissioned to:

1. Receive updates from administration and teaching staff in regard to the Linn-Mar Career and Technical Education programs;
2. Discuss and explore the current programs, as well as look at potential enhancements and changes to the curriculum and course offerings;
3. Align and implement initiatives from the state and federal levels;
4. Assess progress toward strategic initiatives as outlined in the district's *Strategic Plan*;
5. Assess progress at the department, programmatic, and student level and make recommendations for future growth opportunities;
6. Report areas of strength and continued areas of focus, as appropriate, to the board and community;
7. Utilize the expertise of the counseling department in order to better facilitate student Pathways to Success within the CTE framework; and
8. Work with community partners (MEDCO, Marion Chamber of Commerce, City of Marion, Kirkwood Community College, Marion Independent School District, etc.) to provide comprehensive and coordinated opportunities for Linn-Mar students to experience and pursue future Pathways to Success within the CTE framework.

School Improvement Advisory Committee Commission (SIAC)

Statement of Purpose:

The Code of Iowa (280.12) calls for the board to appoint a School Improvement Advisory Committee (SIAC) to make recommendations to the board. This committee is charged to make recommendations to the board in several areas based on analysis of the needs assessment data. The board will use these recommendations to adopt annual improvement goals that will help to achieve the mission and vision of the Linn-Mar Community School District.

Committee Composition:

The advisory committee shall consist of members representing students, parents, teachers, administrators, and representatives from the community which may include representatives of business, industry, labor, community agencies, higher education, or other community constituents. To the extent possible, committee membership shall have balanced representation with regard to race, gender, national origin, and disability (280.12(1)). Ad hoc members shall be appointed on an as needed basis for matters of technical expertise or tacit knowledge.

Commission:

The committee is commissioned to make recommendations to the board to help determine the following:

1. Major educational needs;
2. Student learning goals;
3. Long-range and annual improvement goals that include, but are not limited to, the state indicators that address reading, mathematics, and science achievement;
4. Desired levels of student performance;
5. Progress toward meeting the goals set out in paragraphs “b” through “d” as referenced in the Iowa Code; and
6. Harassment or bullying prevention goals, programs, training, and other initiatives (280.12(2)).

In addition, the board shall consider recommendations from the School Improvement Advisory Committee to infuse character education into the educational program (280.12(3)).

At least annually, the School Improvement Advisory Committee shall also make recommendations to the board with regard to, but not limited to, the following:

1. Progress achieved with the annual improvement goals for the state indicators that address reading, mathematics, and science;
2. Progress achieved with other locally determined core indicators; and
3. Annual improvement goals for the state indicators that address reading, mathematics, and science achievement.



2026-27 School Calendar

Start-Finish

August 24th thru June 2nd

Summary of Calendar

Total Days: 176

Total Student Hours: 1115.36

Q1 =	42
Q2 =	41
Q3 =	46
Q4 =	47

Calendar Legend

	Start/End
Q	Quarter
X	No School
	2-Hour Early Dismissal
	Holidays/Breaks/Comp Days
	½ Professional Day & ½ Workday
	Teacher Workday
	New Teacher Orientation
	Professional Days
	High School Conferences

Make Up Days for Cancellations

June 3-11

174 Student Days

5 Teacher Workdays

10 Professional Days

2 Comp Days (Nov 25 & June 4)

191 total teacher days

Approved by the School Board 1/13/25.

Updates for consideration 1/12/26:

*Change 4/23 to Prof/Workday from Comp Day

*Change 6/3 to Workday from Prof/Workday

*Change 6/4 to Comp Day from Workday

M	T	W	Th	F	Student Days	Teacher Days
August 2026						
3	4	5	6	7	0	0
10	11	12	13	14	0	0
17	18	19	20	21	0	5
24	25	26	27	28	5	5
31					1	1
September 2026						
	1	2	4	4	4	4
7	8	9	10	11	4	4
14	15	16	17	18	5	5
21	22	23	24	25	5	5
28	29	30			2	3
October 2026						
			1	2	2	2
5	6	7	8	9	5	5
12	13	14	15	16	5	5
19	20	21	Q	23	4	5
26	27	28	29	30	5	5
November 2026						
2	3	4	5	6	3	5
9	10	11	12	13	5	5
16	17	18	19	20	5	5
23	24	25	26	27	3	3
30					1	1
December 2026						
	1	2	3	4	4	4
7	8	9	10	11	5	5
14	15	16	17	18	5	5
21	22	23	24	25	0	0
28	29	30	31		0	0
January 2027						
			1		0	0
4	5	6	7	Q	5	5
11	12	13	14	15	4	5
18	19	20	21	22	4	5
25	26	27	28	29	5	5
February 2027						
1	2	3	4	5	5	5
8	9	10	11	12	5	5
15	16	17	18	19	5	5
22	23	24	25	26	4	5
March 2027						
1	2	3	4	5	5	5
8	9	10	11	12	5	5
15	16	17	18	19	0	0
22	23	24	Q	26	4	5
29	30	31			3	3
April 2027						
			1	2	2	2
5	6	7	8	9	5	5
12	13	14	15	16	5	5
19	20	21	22	23	4	5
26	27	28	29	30	5	5
May 2027						
3	4	5	6	7	5	5
10	11	12	13	14	5	5
17	18	19	20	21	5	5
24	25	26	27	28	5	5
31					0	0
June 2027						
	1	Q	3	4	3	4
7	8	9	10	11	0	0
14	15	16	17	18	0	0
21	22	23	24	25	0	0
28	29	30			0	0

Exhibit 901.1a

AUGUST 2026	
12	New Teacher Orientation
13	New Teacher Orientation
17	Teacher Workday (Flex day from Aug 3-17)
18	Professional Day
19	Professional Day
20	Teacher Workday
21	Professional Day
24	First Day of School K-9 th Grades
25	First Day of School 10 th -12 th Grades
SEPTEMBER 2026	
1	First Day of School Pre-K
7	No School (Labor Day)
17	High School Conferences
28	No School (Professional Day)
OCTOBER 2026	
20	2-Hour Early Dismissal – Grades JrK-12 (Conferences for Elem/Int/MS)
22	2-Hour Early Dismissal – Grades JrK-12 (Conferences for Elem/Int/MS)
22-Q	End of First Quarter
23	No School (Professional Day/Workday)
NOVEMBER 2026	
2	No School (Professional Day)
3	No School (Professional Day)
19	High School Conferences
25-27	No School (Thanksgiving Break)
DECEMBER 2026	
18	2-Hour Early Dismissal – Grades JrK-12
21-31	No School (Winter Break)
JANUARY 2027	
1	No School (Winter Break)
8-Q	End of Second Quarter
11	No School (Professional Day/Workday)
18	No School (Professional Day)
FEBRUARY 2027	
4	High School Conferences
23	2-Hour Early Dismissal – Grades JrK-12 (Conferences for Elem/Int/MS)
25	2-Hour Early Dismissal – Grades JrK-12 (Conferences for Elem/Int/MS)
26	No School (Professional Day)
MARCH 2027	
15-19	No School (Spring Break)
25-Q	End of Third Quarter
26	No School (Professional Day/Workday)
APRIL 2027	
23	No School (Professional Day/Workday)
29	High School Conferences
MAY 2027	
30	High School Graduation
31	No School-District Closed (Memorial Day)
JUNE 2027	
2-Q	2-Hour Early Dismissal – Grades JrK-12 (Last Day of School)
3	No School (Teacher Workday)
4	No School (Teacher Comp Day)
18	District Closed (Juneteenth)



2027-28 School Calendar

Start-Finish

August 23rd thru May 25th

Summary of Calendar

Total Days: 176

Total Student Hours: 1115.36

Q1 =	42
Q2 =	44
Q3 =	46
Q4 =	44

Calendar Legend

	Start/End
	Quarter
	No School
	2-Hour Early Dismissal
	Holidays/Breaks/Comp Days
	1/2 Professional Day & 1/2 Workday
	Teacher Workday
	New Teacher Orientation
	Professional Days
	High School Conferences

Make Up Days for Cancellations

May 26 thru June 2

174 Student Days
5 Teacher Workdays
10 Professional Days
2 Comp Days (Nov 24 & May 30)
191 total days

M	T	W	Th	F	Student Days	Teacher Days
August 2027						
2	3	4	5	6	0	0
9	10	11	12	13	0	0
16	17	18	19	20	0	5
23	24	25	26	27	5	5
30	31				2	2
September 2027						
		1	2	3	3	3
6	7	8	9	10	4	4
13	14	15	16	17	5	5
20	21	22	23	24	5	5
27	28	29	30		3	4
October 2027						
				1	1	1
4	5	6	7	8	5	5
11	12	13	14	15	5	5
18	19	20	21	22	4	5
25	26	27	28	29	5	5
November 2027						
1	2	3	4	5	3	5
8	9	10	11	12	5	5
15	16	17	18	19	5	5
22	23	24	25	26	3	3
29	30				2	2
December 2027						
		1	2	3	3	3
6	7	8	9	10	5	5
13	14	15	16	17	5	5
20	21	22	23	24	3	3
27	28	29	30	31	0	0
January 2028						
3	4	5	6	7	5	5
10	11	12	13	14	4	5
17	18	19	20	21	4	5
24	25	26	27	28	5	5
31					1	1
February 2028						
	1	2	3	4	4	4
7	8	9	10	11	5	5
14	15	16	17	18	5	5
21	22	23	24	25	4	5
28	29				2	2
March 2028						
		1	2	3	3	3
6	7	8	9	10	5	5
13	14	15	16	17	0	0
20	21	22	23	24	4	5
27	28	29	30	31	5	5
April 2028						
3	4	5	6	7	5	5
10	11	12	13	14	4	5
17	18	19	20	21	5	5
24	25	26	27	28	5	5
May 2028						
1	2	3	4	5	5	5
8	9	10	11	12	5	5
15	16	17	18	19	5	5
22	23	24	25	26	4	5
29	30	31			1	1
June 2028						
			1	2	0	0
5	6	7	8	9	0	0
12	13	14	15	16	0	0
19	20	21	22	23	0	0
26	27	28	29	30	0	0

AUGUST 2027	
11	New Teacher Orientation
12	New Teacher Orientation
16	Teacher Workday (Flex day from Aug 2-16)
17	Professional Day
18	Professional Day
19	Teacher Workday
20	Professional Day
23	First Day of School K-9 th Grades
24	First Day of School 10 th -12 th Grades
31	First Day of School Pre-K
SEPTEMBER 2027	
6	No School (Labor Day)
16	High School Conferences
27	No School (Professional Day)
OCTOBER 2027	
19	2-Hour Early Dismissal – Grades JrK-12 (Conferences for Elem/Int/MS)
21	2-Hour Early Dismissal – Grades JrK-12 (Conferences for Elem/Int/MS)
21-Q	End of First Quarter
22	No School (Professional Day/Workday)
NOVEMBER 2027	
1	No School (Professional Day)
2	No School (Professional Day)
18	High School Conferences
24	No School (Teacher Comp Day)
25-26	No School (Thanksgiving Break)
DECEMBER 2027	
22	2-Hour Early Dismissal – Grades JrK-12
23-31	No School (Winter Break)
JANUARY 2028	
7-Q	End of Second Quarter
10	No School (Professional Day/Workday)
17	No School (Professional Day)
FEBRUARY 2028	
3	High School Conferences
22	2-Hour Early Dismissal – Grades JrK-12 (Conferences for Elem/Int/MS)
24	2-Hour Early Dismissal – Grades JrK-12 (Conferences for Elem/Int/MS)
25	No School (Professional Day)
MARCH 2028	
13-17	No School (Spring Break)
23-Q	End of Third Quarter
24	No School (Professional Day/Workday)
APRIL 2028	
14	No School (Professional Day/Workday)
27	High School Conferences
MAY 2028	
25-Q	2-Hour early Dismissal – Grades JrK-12 (Last Day of School)
26	No School (Teacher Workday)
28	High School Graduation
29	No School-District Closed (Memorial Day)
30	No School (Teacher Comp Day)
JUNE 2028	
19	District Closed (Juneteenth)



Linn-Mar Community School District

2026-2027 At-Risk and Dropout Prevention Plan



Introduction to At-Risk Education

As defined by 281 Iowa Administrative Code 12.2(256), an "at-risk student" means any identified student who needs additional support and who is not meeting or not expected to meet the established goals of the educational program (academic, personal/social, career/vocational). At-risk students include but are not limited to students in the following groups: homeless children and youth, dropouts, returning dropouts, and potential dropouts.

The Linn Mar Community School District will plan the following provisions for meeting the needs of at-risk students (281 Iowa Administrative Code 12.5(13)):

1. Valid and systematic procedures and criteria to identify at-risk students throughout the school district's school-age population,
2. Determination of appropriate ongoing educational strategies for alternative options education programs as required in Iowa Code of section 280.19A, and
3. Review and evaluation of the effectiveness of provisions for at-risk students.

The Linn Mar Community School District will use additional allowable growth for provisions for at-risk students and will incorporate educational program goals.

Provisions for at-risk students will align with the student learning goals and content standards established by the school district.

The Linn-Mar School District will include objectives, activities, cooperative arrangements with other service agencies and service groups, and strategies for parental involvement to meet the needs of at-risk children.

The Linn Mar Community School District will identify students considered at-risk according to the state definition as established in Iowa Code 257.39.

Program Goals, Objectives, and Activities to Meet the Needs of Students Identified as At-Risk, Secondary Students Who Attend Alternative Programs and Alternative Schools, or Potential Dropouts or Returning Dropouts

Goal Area	Program Goals	Measurable Objectives Linn-Mar Will Achieve
Academic	2.0 Learning Excellence - We will empower student achievement through unique, differentiated learning opportunities.	Learning Excellence Results
Attendance	3.0 Learner Experience - We will foster a safe, healthy, and respectful learning environment.	Learner Experience Results
Graduation	To ensure all participants remain on track to graduate with their cohort.	Learning Excellence Results
Engagement	To enhance student connection to school and overall engagement in positive activities.	Learner Experience Results

Student Identification Criteria and Procedures and a Provision For Identifying At-Risk Students

Linn-Mar Community School District Local At-Risk Programming

The Linn-Mar Community School District will annually maintain, adjust, and audit the programming options and monitoring protocols for identified at-risk students and will closely adhere to the Department of Education Standard for At-Risk Education. The following nine components will serve as a framework for K-12 local programming options:

#1 STRATEGIES FOR IDENTIFICATION OF AT-RISK STUDENTS

The Linn-Mar Community School District will identify students considered at-risk according to the state definition as established in Iowa Code 257.39.

Students must meet a minimum of two of the following state criteria:

1. High rate of absenteeism, truancy, or frequent tardiness
2. Limited connectivity or lack of identification with school, including but not limited to, expressed feelings of not belonging
3. Lack of typical progress in school to include a number of “beginning” skills earlier in a school career (especially compared to classmates who are “developing” or beyond in what would generally be considered more typical student progress for a grade level) and poor grades later in the school career. As it relates to poor grades, including but not limited to, failing in one or more school subjects or grade levels
4. Low achievement scores in reading or mathematics which reflect achievement at least two years or more below grade level

The Linn-Mar Community School District recognizes that there are several factors beyond those defined by state code that would place a student in the position to be considered as an at-risk student at any given time in their educational career. The district has established level-specific criteria aligned with the National Dropout Prevention Center and implemented a Multi-Tiered System of Supports (MTSS) framework. This framework leverages data-driven decision-making to drive continuous improvement and strengthen academic, social-emotional, and behavioral outcomes for all learners, ensuring they are prepared for success throughout their educational journey.

#2 SPECIAL INSTRUCTIONAL SUPPORT SERVICES

Supplemental and/or intensive support is given in addition to the core to students who meet the established criteria. Individual schools will have supports identified and in place to meet the students’ needs, with the range of services determined at the building level. At each level school personnel will document and monitor interventions for all students being served following the MTSS process or with proactive measures to address the at-risk criteria identified above.

#3 COORDINATION WITH COMMUNITY-BASED SUPPORT SERVICES

The Linn-Mar Community School District values and takes pride in its strong partnerships with community organizations. With parent consent and on an individualized case by case basis, we may collaborate with these partners to provide ongoing external services for students in grades K-12, as needed, to support their success.

#4 SCHOOL-BASED SUPPORT SERVICES

Area educational agencies will provide school-based services as determined by specific individual and building needs.

#5 APPROPRIATE SCHOOL BASED COUNSELING SERVICES

Appropriate school-based counseling service includes the identification, monitoring, and provision of assistance to students regarding their academic, career, and personal social development. The standard for at-risk students implies that these school based counseling services should be made available to at-risk populations to no less an extent than provided to other students, and to the extent possible, be provided as needed at the local level.

#6 STRATEGIES FOR ENGAGING PARENTS

The Linn-Mar Community School District values respectful, two way communication with parents as a cornerstone for engaging them as partners in their child's education. By involving our parents our goal is to enhance student success and influence future educational opportunities.

#7 INVOLVEMENT OF ALL SCHOOL PERSONNEL

At-risk personnel are expected to collaborate and utilize the district's professional learning community format to ensure that all identified students are receiving core and supplemental services to promote their academic success. Plans for providing and improving services for at-risk students should reflect efforts by all staff in a comprehensive effort as opposed to segregated and pull out instructional models involving a few staff. At-risk personnel will be active participants and leaders in the professional development at the building level.

#8 COMPLIANCE WITH FEDERAL AND STATE NON-DISCRIMINATION LEGISLATION

Federal and state nondiscrimination legislation supports placing attention on at least four strategic areas related to the education of at-risk students.

1. Identification and placement processes
2. Educational programming and support services
3. Data based decision-making
4. Employment and personnel practices

The At-Risk standard requires that a monitoring system be established to evaluate the progress of at-risk students and the effectiveness of the support services provided.

#9 PROVISIONS FOR MONITORING BEHAVIOR, SOCIAL, AND ACADEMIC IMPROVEMENTS

Some students, once identified as being at-risk, may not remain at-risk throughout their school career. However, some students may need constant support until they leave school. Therefore, a monitoring system is needed to allow for the constant review of student performance. This consistent review of formative data allows for the fluid entry and exit of students as needed.

Program For At-Risk Students

Credit Recovery

Credit Recovery is a secondary intervention option available for all 9th-12th grade students who have failed a core course. Students work with an at-risk teacher to ensure integrity of instruction and credit completion. Credits are traditionally earned through the online learning environment or independent study with a staff member and are accepted on a student's transcript on a pass/fail basis. The teachers work collaboratively to determine credits that need to be recovered. Credit recovery options are available during the course of the school year, as well as during the summer.

After-School Programming

We offer after-school programming for K-5 students at two elementary schools, specifically designed to support identified at-risk learners. Opportunities are coordinated by our school teams and communicated directly to families.

COMPASS

COMPASS is a voluntary high school program designed to provide an alternative education for students in grades 11-12 in the Linn-Mar School District. Students attending COMPASS earn credit toward a Linn-Mar High School diploma. COMPASS meets the unique needs of students by providing individualized graduation plans and relevant curricula. The goal is to provide academic and social/emotional support so that every student will achieve academic and personal success.

Qualifications Required of Personnel Delivering the Program

All personnel must meet the following minimum qualifications:

- **Student Assistance Specialists Team Member:** B.A. degree in education, psychology, sociology, social work or other related mental health field required. Counseling, prevention, or criminal justice certification from the Iowa Board Certification, social work license, and/or other applicable license/certification or eligible to obtain license/certification within one year of hire.
- **School Counselor:** M.A. degree required. Elementary or secondary teaching experience preferred. Cross cultural experience preferred. Licensure or Certification: Valid Iowa license with K-6 or 6-12 counseling endorsement required.
- **Academic School Assistance School Counselor:** M.A. degree required, cross cultural experience preferred, valid Iowa license with (7-12) counseling endorsement required.

- **Elementary School Facilitators:** B.A. degree in education, psychology, sociology, or social work or other related field required.
- **Family Resource Specialist:** B.A. degree in education, psychology, sociology, or social work or other related field required. Experience working with at-risk students and families and working with students K-12th grade. Licensure or certification in teaching, counseling, prevention or criminal justice certification from the Iowa Board Certification, social worker license, and/or other license/certification or eligible to obtain license/certification within one year of hire.
- **Associate Principal:** M.A. degree in education required. Iowa secondary administrator's license and evaluator approval license. Successful SA/At-Risk teaching experience and administrative experience, cross-cultural experience working with adolescents, teaming and collaborative experiences with multiple administrators and continued professional growth.
- **Student Support Associate:** High school diploma or equivalent required, experience working with students preferred but not required, experience in school special education department or related experience preferred and working with students with behavior or learning challenges.
- **Teacher:** B.A. or B.S. degree required, cross-cultural experience preferred, holds and maintains a valid Iowa teaching license appropriate to the position.

Staff Utilization Plans

Staff Role	Primary Responsibilities
Student Assistance Specialists Team Member	Provide students with prevention, intervention, assistance, counseling, and referral services for the following at-risk criteria. Identification of at-risk students includes risk factors that the Student Assistance Specialists will consider when developing action plans for students.
School Counselor	Provides individual and group counseling, manages outside referrals, and assists with post-secondary planning for participants.
Academic School Assistance Counselor	Provide effective leadership in developing, achieving and maintaining the best possible educational programs and instructional services to help the high school students of the district better understand themselves, develop decision-making skills, learn interpersonal skills, and develop positive self-esteem.
Elementary School Facilitators	In addition to their other duties, they provide effective student management systems, including monitoring and improving student attendance and behavior outcomes.

Staff Role	Primary Responsibilities
Family Resource Specialist	To provide direct services to families in the Linn-Mar District regarding at-risk issues.
Associate Principal	Involved in all aspects of secondary administration including discipline, scheduling, evaluation, budget, and other duties. They are proactive in supervision of students, staff, and community so that focus is given to encouragement of self-directed learning and responsible citizenship. They will continually look for and improve the programs.
Student Support Associate	To assist classroom teachers in helping students to increase their academic and social skills as well as prepare them for inclusive activities into general education classrooms. Assist in maintaining a safe and orderly environment. Assist in problem-reducing behavior in/on school facilities to reduce disruptions and off-task behavior within the classroom. Under the guidance of the teacher, assist in facilitating all goals and objectives pertaining to academic programming and development by the teacher.
Teacher	Be dedicated to the development of lifelong learners by equipping students with the knowledge and skills to confidently meet life's challenges as responsible, productive citizens.

Staff In-Service Education Design

All staff involved in the program will participate in targeted professional development:

Training Topic	Frequency	Target Audience
Traumatic Event Response Training (ALICE)	Annually (Fall In-Service)	All staff mentioned in the table above
Critical Incident Stress Management	Annually	Student Assistance Specialists Team Members, Counselors, Associate Principals
Certifications towards their qualifications/ credentials	Due upon their licensure renewal	Certified staff in the table above

Training Topic	Frequency	Target Audience
Behavioral De-escalation and Crisis Management	Annually	All staff mentioned in the table above
Behavior Implementation Plans	2025-2026 School Year	All staff mentioned in the table above
Targeted Areas of Their Expertise (Vaping, Minority, Mental Health, Crisis Prevention Intervention, Functions of Behavior, Behavior Interventions, McKinney Vento)	Requirements by their job description	All staff mentioned in the table above
Data Tracking and Intervention Fidelity	Annually	Student Assistance Specialists, Team Members
Suicide Prevention	Yearly	All staff mentioned in the table above
Child Abuse	Every 3 Years	All staff mentioned in the table above
Other AEA Learning Online Trainings (Adverse Childhood Experiences: From Toxic Environmental Stresses to Success, Bloodborne Pathogens, Chapter 103: Seclusion & Restraint, Mandatory Reporter: Child Abuse, Seizure Training, Suicide Prevention)	HR requirement enrolled trainings	All staff mentioned in the table above

Evaluation Criteria, Procedures, and Performance Measures

The program will be evaluated annually based on the objectives outlined below:

Performance Measure	Evaluation Procedure	Data Source/Timeline
Dropout Rate Reduction	<p>Each year the building administrators, counselors, and the student assistance team members analyze the data and review if the students that received their services showed improvement.</p> <p>If there is a concern of a dropout situation there is immediate action personally, socially, emotionally, and academically. This also includes the family.</p>	PowerSchool (Annually & Situationally)
Academic Improvement	<p>Data-driven decision-making to drive continuous improvement and strengthen academic, social-emotional, and behavioral outcomes.</p> <p>If there is a concern of a dropout situation there is immediate action personally, socially, emotionally, and academically. This also includes the family.</p>	Convergence of Academic, Office Referral and PowerSchool Data (Tier 1, Tier 2, & Tier 3 meetings, Quarterly Grade Reports & Situational)
Attendance Improvement	<p>Track student attendance.</p> <p>If there is a concern of a dropout situation there is immediate action personally, socially, emotionally, and academically. This also includes the family.</p>	PowerSchool (Daily, Monthly, Quarterly & Situational)
Student Assistance Team Fidelity	Audit program delivery logs to ensure required daily check-ins and weekly intervention time requirements are met.	Check-In Logs (Daily or as Needed)



Program Budget

This budget outlines the necessary resources to effectively implement the Linn-Mar CSD At-Risk and Dropout Prevention Plan.

Please find the completed application for the At-Risk and Dropout Prevention Plan for the 2026-2027 school year. Board approval is required for this application as certified with the Department of Education by January 15, 2026. The budget proposal for FY2027 is \$1,487,505, which is the funding source for various learning support programs and services including:

- COMPASS
- After School Programming
 - Two Elementaries
 - Staffing for the Programming
 - Supplies
- Credit Recovery programs
- COMPASS Staff
 - Associate Principal
 - Building Secretary
 - Teachers
 - Student Supervisors
 - Student Support Associate
- School Counselors
- Academic School Assistance School Counselor
- Student Assistance Specialist Team Members
- School Facilitators
- Family Resource Specialist
- Professional Learning that is Evidenced Based for Professional Growth

Modified Supplemental Amount for DOP is a funding mechanism to assist districts in providing targeted services and programs for students at the local level. The budget is funded with property taxes levied for 2.5% of the budget (\$1,487,505) and a required match from district general funds (\$495,835) and is deemed categorical funding to be used specifically for the purpose of providing programming for students identified as returning and potential dropouts, as defined in Iowa Code Section 257.39

Year

2026-2027

3715 0000 Linn-Mar Comm
School District

AtRisk Dropout

District Approved Waiting on State

Form Name	Status	Updated By	Updated
<u>MSA Application</u> (Required)	District Approved Waiting on State	Jonathan Galbraith	1/7/2026

MSA Application Board Minutes

Board minutes must be uploaded (.doc, .docx, .xls, .xlsx, .pdf only) to document the school board's approval of the requested amount of modified supplemental amount (MSA), if any, associated with the at-risk and dropout prevention program. If the school board meeting occurs after January 15, 2026, the school district must upload the board minutes within two days of the board meeting.

☐

Modified Supplemental Amount

MODIFIED SUPPLEMENTAL AMOUNT

#	Description	Amount
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1	District cost per pupil	\$7,988
2	Certified enrollment (October 1, current school year) Certified enrollment was found and certified on 10/15/2025 8:51:27 AM.	7,448.7
3	Maximum modified supplemental amount possible (0.025 x line 1 x line 2)	\$1,487,505
4	Previous FY Carry-forward from CAR Project 1116 Carry-forward: \$0 Project 1119 Carry-forward: \$0	\$0
5	Requested modified supplemental amount Enter an amount equal to, or less than (Ln3 - Ln4): \$1,487,505	1487505
<i>"Requested MSA and required match (and the associated spending authority) is solely for the purpose of implementing the district's board-adopted At-Risk/Dropout program."</i>		
6	Required local match (Total Project Cost(Line 5 / 0.75) X 0.25)	\$495,835
7	Enter the number of enrolled students in the budget year identified as returning dropouts and potential dropouts.	1326
8	"This box will automatically be checked after board minutes have been uploaded."	<input type="checkbox"/> Yes
9	The date on which the board has or will take related action on this request is required!	01/12/2026

By clicking "Certify" above: We, the district officials, certify under penalty of perjury and pursuant to the laws of the state of Iowa that the district has the authority to submit this request pursuant to the annual board-adopted at-risk, alternative school, dropout and returning dropout program plan and that the data submitted in this application, are true, correct, complete, and comply with all applicable requirements of law, rules, and regulations. We certify the funds will be expended for the purpose designated by the authorizing legislation or agency, and will be accounted for separately using proper coding as defined in Iowa Uniform Financial Accounting.

The plan includes the components required in Iowa Code section 257.38, including the following sections: (a) Program goals, objectives, and activities to meet the needs of students identified as at risk, secondary students who attend alternative programs and alternative schools, or potential dropouts or returning dropouts; (b) Student identification criteria and procedures; (c) Staff in-service education design; (d) Staff utilization plans; (e) Evaluation criteria and procedures and performance measures; (f) Program budget; (g) Qualifications required of personnel delivering the program; (h) A program for at-risk students; and (i) A provision for identifying at-risk students. Program plans shall identify the parts of the plan that will be implemented first upon adoption of the program plan.

Memorandum



To: Linn-Mar Board of Education, Amy Kortemeyer, Superintendent
From: Jeff Gustason, Principal *j.m.g.*
Date: 12/15/2025
Re: Early Graduation

The following students have applied for early graduation at the end of 1st Semester/2nd Quarter in January 2026:

Eboni Adams (Compass)
Julian Cibrian
Wyatt Colburn
Tyler Evers
Savanah Glaspie
Kaysen Grundy (Compass)
Christopher Lindsay
Logan Mason (Compass)
Hannah Meadows
Sydney Reddoor (Compass)
Ellis Reed
Zander Robinson
Trenton Satterlee

These students have a post-secondary education plan in place that has been developed with the Linn-Mar High School counseling staff. These students are on track to meet or exceed Linn-Mar's requirements for graduation by the end 1st Semester/2nd Quarter.

I recommend the approval of these requests pending the successful completion of current course work.

RECRUITING CANDIDATES LOCALLY AND NATIONALLY

TRANSFORMING
EDUCATION → *One Leader at a Time*

FORMAL SEARCH AGREEMENT

WHEREAS, the Linn-Mar Community School District (the “District”), a school corporation, intends to contract with Grundmeyer Leader Search LLC, Independent Contractor (“IC”), for Superintendent search services.

1. **SERVICES TO BE PERFORMED:** District shall employ IC for the term of this Agreement to perform search services, including, but not limited to the following:
 - Screen all applicants prior to submission to the District’s Board of Education (the “Board”) to determine that they are legally eligible to work in the United States and perform the duties of Superintendent in Iowa (including possession or ability to obtain prior to start date a non-conditional Superintendent’s license from the Iowa Board of Educational Examiners);
 - Screen all applicants prior to submission to the Board to ensure they meet all requirements and/or criteria for the Superintendent established by the Board;
 - Conduct or contract with a reputable third-party background check company to conduct an executive-level background check for all applicants prior to submission to the Board. Such background check shall obtain the maximum amount of reportable information for each jurisdiction in which the candidate has resided as an adult. Such background check shall also include validation of all degrees reportedly held by the applicant from the issuing institution and validation of all other material information referenced by the applicant on their resume, cover letter, or other application materials (e.g., honors, awards, publications, etc.).
 - The Board shall be provided with a complete copy of the background check report, which shall be maintained as a confidential record, and
 - IC shall specifically apprise the Board of any negative information revealed in the background check report in a manner reasonably calculated to inform the Board.
 - Conduct thorough reference checks with all current and previous employers of the applicant, including disclosure of the maximum amount of relevant information regarding the applicant’s employment permitted by the jurisdiction where the employer is located.
 - Apprise the Board of any legal, reputational, or ethical risks or concerns identified by IC relating to any applicant discovered at any stage during the search/hiring process.

TERMS OF PAYMENT: The total bill is **\$19,455.74** for marketing the position and providing references on each candidate. This includes using the GLS marketing outlets and contacts to generate a pool of candidates, screening candidates and facilitating interviews. Facilitation of the hiring process and interview teams is also included with the full search package.

Payments should be sent to:

Grundmeyer Leader Services
30379 U.S. Hwy. 69
Huxley, IA 50124

2. **REIMBURSEMENT OF EXPENSES:** District will not be liable to IC for any expenses paid or incurred by IC unless otherwise agreed in writing.

3. **INDEPENDENT CONTRACTOR RELATIONSHIP:** The parties intend that this Independent Contractor Agreement create an independent contractor relationship between them. District is interested only in the end results achieved by the Services of the IC and that they conform to the requirements specified in this Agreement. The manner of achieving those results and the right to exercise control or direction as to the details, means and method by which the Services are completed is the responsibility of the IC. The IC is not an agent or employee of District for any purpose. Neither party shall be considered to be an agent, master or servant of the other party for any purpose whatsoever, and neither has any authority to enter into any contract, assume any obligations or make any warranties or representations on behalf of the other. District is not responsible for deducting from payments to IC any amounts for taxes, insurance or other similar items relating to IC. Accordingly, IC shall be responsible for payment of all taxes arising out of IC's activities in accordance with this Independent Contractor Agreement, including by way of illustration but not limitation, federal and state income tax, social security tax (FICA), unemployment insurance taxes (FUTA), and any other taxes or business license fees as required. The IC shall further assume exclusive responsibility for the filing of all tax returns due in connection with all amounts paid to IC under the terms of this Independent Contractor Agreement.

4. **PAYROLL OR EMPLOYMENT TAXES:** No payroll or employment taxes of any kind shall be withheld or paid with respect to payments to IC. The payroll or employment taxes that are subject to this paragraph include, but are not limited to, FICA (social security tax), FUTA (federal unemployment tax), federal income tax, state income tax and state unemployment insurance tax.

5. **FRINGE BENEFITS:** IC is not eligible for, and shall not participate in, any employee pension, health, disability or other fringe benefit plan of the District.

6. **PROFESSIONAL LIABILITY INSURANCE:** The IC will maintain \$1 million in Professional Liability Insurance coverage. No workers' compensation insurance, or any other type of insurance should be obtained, by the District, on account of IC. IC shall comply with the workers' compensation laws (and all other applicable law) with respect to IC's employment.

8. **INDEMNIFICATION:** IC represents and warrants that the work to be performed and the services to be provided by it under this Agreement will be rendered in compliance with applicable laws and using sound, professional practices which are standard or better in the industry. IC shall be responsible for any and all damages, losses, and other expenses incurred by District arising from IC's failure to comply with the foregoing provision, including, but not limited to, deviations from standards relating to recruitment of candidates, verification of qualifications and eligibility of candidates, and violations of a candidate's or other third party's legal rights or applicable legal requirements. If District institutes any proceeding for recovery of amounts owed by IC under this Agreement, then District shall be entitled to recover from IC all attorney fees, costs, and other expenses incurred by District in connection therewith.

9. **TERM:** This Agreement shall begin when signed by both parties and shall continue in effect through the successful hire for the specified position, unless earlier terminated by either party in accordance with Section 10.

10. **TERMINATION.** Either party, without cause, upon seven (7) days written notice, may terminate this Agreement. Upon termination, IC shall be compensated for all work-performed prior to the date of termination.

11. **ASSIGNMENT:** IC acknowledges that IC's services are unique and personal. Accordingly, IC may not assign IC's rights or delegate IC's duties or obligations under this Independent Contractor Agreement without the prior written consent of District.

12. **AMENDMENTS:** This Independent Contractor Agreement may be supplemented, amended or revised only in writing by mutual agreement of the parties.

13. **GOVERNING LAW:** This Independent Contractor Agreement shall be governed by and construed pursuant to the laws of the State of Iowa.

14. **GUARANTEE OF SERVICE:** Grundmeyer Leader Services (GLS) guarantees the selected candidate for one year from their contract start date. If the candidate leaves within the first 12 months, GLS will conduct a replacement search at no professional fee; the district will only cover direct expenses (e.g., mileage, advertising). If the candidate departs during the second year, GLS will provide:

- **Career Advancement:** A replacement search at a reduced fee if the candidate resigns for a promotional opportunity.
- **Board Termination/Non-Fit:** A replacement search with no professional fee; the district pays only actual, direct expenses.

15. **INTERIM SUPERINTENDENT:** If the board decides to hire an interim superintendent, the same services would be provided the following year to hire a permanent leader; the cost to continue the search would be a flat fee of \$2,500.00.

16. **COPYRIGHT CLAUSE:** The entire search process, trade secrets, along with its documentation and any associated component, is the proprietary product of Grundmeyer Leader Services L.L.C. GLS shall always retain all title, rights, intellectual property rights, and interest in the search process and any related documents related to the search outlined in this agreement. This agreement acknowledges the client, and its employees will not store or use confidential information for any purpose other than the authorized use for the contracted search.

17. **ENTIRE AGREEMENT:** This is the entire agreement of the parties and no other representations, promises or agreements, oral or otherwise, shall be of any force or effect.

This Agreement signed and dated **January 12, 2026.**

**Grundmeyer Leader Search LLC,
Independent Contractor**

By:



Title: Trent Grundmeyer

Linn-Mar Community School District

By:



Name: Katie Lowe Lancaster

Title: Board President

2026 SUMMER PROJECT LISTING

Building	Project	Fund		Budget
Oak Ridge	Band Room Addition	SAVE	\$	2,500,000.00
Oak Ridge	Roof Replacement	PPEL	\$	500,000.00
Indan Creek	Playground Replacement	PERL	\$	380,000.00
Echo Hill	Masonry Improvement	PPEL	\$	30,000.00
Boulder Peak	Masonry Improvement	PPEL	\$	40,000.00
			\$	3,450,000.00

**Cedar Rapids**

200 Fifth Avenue SE Ste. 201
Cedar Rapids, Iowa 52401
(319) 363-6018

Des Moines

100 Court Avenue Ste. 100
Des Moines, Iowa 50309
(515) 309-0722

Iowa City

24 ½ S. Clinton Street Ste. 1
Iowa City, Iowa 52240
(319) 363-6018

Madison

301 N. Broom Street Ste. 100
Madison, Wisconsin 53703
(608) 819-0260

Minneapolis

323 N. Washington Avenue Ste. 200
Minneapolis, Minnesota 55401
(612) 468-6851

opnarchitects.com

January 7, 2026

Jon Galbraith, CFO
Linn-Mar Community School District
2999 N. Tenth Street
Marion, IA 52302

Jon,

OPN Architects is pleased to submit our proposal for professional design services for a new band room addition to the Oak Ridge Middle School. We appreciate the time we spent visiting with you and Travis walking the spaces involved. This addition will support the robust fine arts programs you have at Oak Ridge and allow for a more equitable space to Excelsior Middle School.

We have defined our scope of work below.

Scope of Work:

We understand the scope of work to be full design services for a band room addition to Oak Ridge Middle School. Proposed location for the addition is due east of the existing orchestra room. We understand that the design intent is to provide a larger rehearsal space that will accommodate the full grade level ensembles and provide equity with the band room at Excelsior Middle School.

In addition to the new band room, the scope will include some interior renovations of the existing Middle School to include instrument storage and two offices, as well as any other renovations required to provide access to the addition and meet code requirements.

We believe that the addition will require the incorporation of an ICC 500 storm shelter – to be confirmed with local code authorities having jurisdiction. We will confirm the final space requirements and related details as design progresses.

We understand this will be a design-bid-build project.

Core Design Team:

OPN Architects:	Roger Worm, Principal in Charge Joseph Tursi, Project Manager Vicki Hyland, K-12 Practice Leader
Design Engineers (MEPT):	Jonathan Gettler, Principal in Charge
Hall & Hall Engineers (Civil):	Brent Jackman, Principal in Charge
Structural Design Group:	Dave Rasmussen, Principal in Charge
Stecker Harmsen (Cost Est):	Lee Harmsen, Principal

**Schedule:**

Jan/Feb 2026	Programming/Concept Design
Feb 2026	Schematic Design
Mar 2026	Design Development
Mar 2026	Construction Documents
April 2026	Bidding
May 2026 – Dec 2027	Construction/Occupancy

Fees:

The design team proposes a fee structure as a percentage of the project Construction Costs. Prior to design, the project will require field verification and creating background drawings of existing conditions for use by the design team for areas to be renovated. We propose a fee of 9.2% of initial anticipated Construction Costs of \$2.0M. Final fees would be established upon the districts approved Construction Costs, prior to bidding, at the completion of 65% Construction Documents.

Specialty services will be provided by Lee Harmsen at Stecker Harmsen to generate a Cost Estimate at the 65% complete Construction Documents, for an additional lump sum amount of \$7,540.

Reimbursable expenses are in addition to the above fee and would include printing costs and mileage at the government standard rate.

Thank you for this opportunity to continue our partnership with the Linn-Mar Community School District!

If this proposal is acceptable, please sign and return a copy to me for our files.

With Kind Regards,

A handwritten signature in blue ink, appearing to read 'Roger B. Worm'.

Roger B. Worm, AIA
Principal, OPN Architects

Proposal accepted by:

Katie Lowe Lancaster, School Board President
Linn-Mar Community School District



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BOARD OF DIRECTORS MINUTES DECEMBER 8, 2025

[Click here for YouTube recording](#)

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, Langston, Mansoor, Morey, Thomas, and Lowe Lancaster. Administration present: Kortemeyer, Galbraith, Ramos, Wear, Christian, Faber, and Nelson.

200: ADOPTION OF AGENDA

– *Motion 86-12-08*

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

300: SPECIAL BOARD RECOGNITION

(BG #1.b-Visionary Team)

Superintendent Kortemeyer recognized 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)

No audience communications were received.

500: INFORMATIONAL REPORTS

501: Indoor Activities Center & Associated Renovations Report – Exhibit 501.1

Jon Galbraith, Chief Financial/Operating Officer, and representatives from OPN Architects reported on the new indoor activities center and associated renovations including a review of the planning process and timeline, schematic design, budget, and next steps.

(SPG #5-Resource Management)

502: IASB BoardCon & UEN Annual Meeting Report

(BG #1.b-Visionary Team)

President Lowe Lancaster reported that the full board appreciated the opportunity to attend the Iowa Association of School Boards' annual conference and the Urban Education Network's annual meeting and the learning opportunities offered.

503: Marion City Council Report

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

Director Morey reported that during the November 20th Marion City Council meeting the City's payment to the district for their partnership on the Taube Park/Wilkins playground project was approved. Morey also reported there were no items pertaining to the district presented during the December 4th meeting.

504: Career & Technical Education Advisory Report

Director Langston reported that during the December 3rd Career & Technical Education Advisory meeting the Perkins Grant funding was discussed, along with programming needs and opportunities to raise community awareness and partnerships.

(SPG #1-Community Engagement / BG #2.c-Student Learning)

505: Finance/Audit Committee Report

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

Director Morey reported that during the December 4th Finance/Audit Committee meeting the auditors shared an overview of FY25 audit; which will be presented to the full board in an upcoming meeting. The committee also reviewed the PPEL note timeline and discussed the need for an exempt board session focusing on negotiations.

506: Superintendent's Report – Exhibit 506.1

(SPG #1-Community Engagement)

Superintendent Kortemeyer shared several district honors and highlights, reviewed current facilities projects, highlighted upcoming events, shared an overview of her recent meeting/event attendance, and highlighted the recent articles focusing on the district that were included in the *Pride and Pack*; which is a communication partnership with the City and Marion Independent.

600: UNFINISHED BUSINESS

601: Acceptance of Substantial Completion – Exhibit 601.1 – *Motion 87-12-08*

MOTION by Buchholz 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. Second by Morey. Voice vote, all ayes. Motion carried.

700: NEW BUSINESS

701: Approval to Set Public Hearing

– *Motion 88-12-08*

MOTION by Mansoor 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. Second by Langston. Voice vote, all ayes. Motion carried.

702: Approval of Fundraising Requests – Exhibit 702.1 – **Motion 89-12-08**
MOTION by Thomas to approve the fundraising requests as presented in Exhibit 702.1.
Second by Mansoor. Voice vote, all ayes. Motion carried. (SPG #5-Resource Management)

703: Approval of SBRC Application-Open Enrollment – Exhibit 703.1
MOTION by Morey 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. Second by Thomas. Voice vote, all ayes. Motion carried.
(SPG #5-Resource Management) – **Motion 90-12-08**

704: Approval of SBRC Application-LEP - Refer to Exhibit 703.1
MOTION by Thomas 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. Second by Morey.
Voice vote, all ayes. Motion carried. (SPG #5-Resource Management) – **Motion 91-12-08**

705: Recommendation of Cedar Rapids Examining Board Representative
MOTION by Morey to recommend Barry Buchholz to serve as the district's representative on the Cedar Rapids Examining Board for fiscal year 2025-26. Second by Mansoor. A clarification was shared that the same person cannot serve on the Cedar Rapids Examining Board and the Linn County Conference Board. Voice vote, all ayes.
Motion carried. (BG #3.d District Culture) – **Motion 92-12-08**

706: Approval of Acceptance of Gift – Exhibit 706.1 – **Motion 93-12-08**
MOTION by Thomas 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. Second by Morey. Director Morey thanked Director Thomas, the LM staff, and the City for working together to receive this generous donation to support the LM students and families. Voice vote, all ayes. Motion carried.
(SPG #1-Community Engagement / BG #3.d District Culture)

800: CONSENT AGENDA – **Motion 94-12-08**

MOTION by Mansoor to approve the consent agenda as presented. Second by Buchholz. Congratulations were shared with Ed Hurkett on his retirement. Director Buchholz clarified the Rathje Construction change order. Galbraith clarified the Terracon geotechnical engineering services agreement. Voice vote, all ayes. Motion carried.
(SPG #4-People/Culture & #5-Resource Mngmt / BG #3.a, c, d-District Culture)

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

President Lowe Lancaster reviewed the board calendar and requested a volunteer for the January 8th Marion City Council Meeting.

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 (<i>Morey</i>)	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, Buchholz
Legislative Liaisons	Morey, Thomas

1000: ADJOURNMENT

– Motion 95-12-08

MOTION by Buchholz to adjourn the meeting at 6:13 PM. Second by Thomas. Voice vote, all ayes. Motion carried.

Katie Lowe Lancaster, Board President

Jonathan Galbraith, Board Secretary/Treasurer

DRAFT

BOARD OF DIRECTORS WORK SESSION MINUTES DECEMBER 8, 2025

100: CALL TO ORDER & DETERMINATION OF A QUORUM

The work session of the Linn-Mar Board of Directors was called to order at 6:25 PM in the boardroom of the Educational Leadership Center (3556 Winslow Rd, Marion). Roll will be taken to determine a quorum. Present: Buchholz, Foss, Langston, Mansoor, Morey, Thomas, and Lowe Lancaster. Administration present: Kortemeyer and Galbraith.

200: ADOPTION OF AGENDA

– **Motion 96-12-08**

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

300: WORK SESSION

301: Review of Board Operations Manual – Exhibit 301.1

(BG #1a-Visionary Team)

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

400: ADJOURNMENT

– **Motion 97-12-08**

MOTION by Buchholz to adjourn the work session at 8:10 PM. Second by Morey. Voice vote, all ayes. Motion carried.

Katie Lowe Lancaster, Board President

Jonathan Galbraith, Board Secretary/Treasurer



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**BOARD OF DIRECTORS
DECEMBER 18, 2025
SPECIAL MEETING MINUTES**

100: CALL TO ORDER & DETERMINATION OF A QUORUM

The special meeting of the Linn-Mar Board of Directors was called to order at 7:34 AM in the boardroom of the Educational Leadership Center (3556 Winslow Rd, Marion). Roll was taken to determine a quorum. Present: Buchholz, Foss, Langston, Mansoor, Morey, Thomas, and Lowe Lancaster. Administration present: Kortemeyer, Christian, Nelson, and Ramos.

200: ADOPTION OF AGENDA

– Motion 98.12.18

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

300: SPECIAL SESSION

301: Superintendent Search

President Lowe Lancaster facilitated a discussion on the past processes used and the current options available regarding a superintendent search.

302: Determination – Roll Call Vote

– Motion 99.12.18

MOTION by Foss to authorize President Lowe Lancaster to seek a proposal from a search firm, starting with Grundmeyer Leaders Services, to hire a new superintendent. Second by Buchholz. Roll call vote, all ayes. Motion carried.

400: ADJOURNMENT

– Motion 100.12.18

MOTION by Buchholz to adjourn the special meeting at 8:58 AM. Second by Morey. Voice vote, all ayes. Motion carried.

Katie Lowe Lancaster, Board President

Jonathan Galbraith, Board Secretary/Treasurer



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**BOARD OF DIRECTORS
WORK SESSION MINUTES
JANUARY 7, 2026**

100: CALL TO ORDER & DETERMINATION OF A QUORUM

The work session of the Linn-Mar Board of Directors was called to order at 8:30 AM in the boardroom of the Educational Leadership Center (3556 Winslow Rd, Marion). Roll was taken to determine a quorum. Present: Buchholz, Foss, Langston, Mansoor, Morey, Thomas, and Lowe Lancaster. Administration present: Galbraith, Christian, and Nelson.

200: ADOPTION OF AGENDA

– Motion 101.01.07

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

300: WORK SESSION

Grundmeyer Leader Services, a potential superintendent search firm, shared information on the services they provide.

400: ADJOURNMENT

– Motion 102.01.07

MOTION by Morey to adjourn the work session at 9:37 AM. Second by Buchholz. Voice vote, all ayes. Motion carried.

Katie Lowe Lancaster, Board President

Jonathan Galbraith, Board Secretary/Treasurer

Linn-Mar Community School District

IA- Warrants Paid Listing

Criteria

Date Range: 12/04/2025 - 01/07/2026

Fiscal Year: 2025-2026

Vendor Name	Description	Check Total
Fund: AQUATIC CENTER		
AMES CYCLONE AQUATICS CLUB	DUES AND FEES	\$4,412.00
FARMERS STATE BANK	EE LIAB-DIR DEP NET PAY	\$18,159.93
HASTY AWARDS	GENERAL SUPPLIES	\$1,045.28
INTERNAL REVENUE SERVICE-9343	EE LIAB-MEDICARE	\$322.42
INTERNAL REVENUE SERVICE-9343	EE LIAB-SO SEC	\$1,378.72
INTERNAL REVENUE SERVICE-9343	ER LIAB-MEDICARE	\$322.42
INTERNAL REVENUE SERVICE-9343	ER LIAB-SOC SEC	\$1,378.72
INTERNAL REVENUE SERVICE-9343	FEDERAL INCOME TAX WITHHOLDING	\$963.24
IOWA CITY EELS SWIM CLUB, INC	DUES AND FEES	\$848.00
IOWA PUBLIC EMPL RETIR SYSTEM	EE LIAB-IPERS	\$764.11
IOWA PUBLIC EMPL RETIR SYSTEM	ER LIAB-IPERS	\$1,146.79
IOWA SWIMMING INC	DUES AND FEES	\$1,985.50
MADISON NATIONAL LIFE INS. CO., INC	DISTRICT LIFE INSURANCE	\$7.50
MADISON NATIONAL LIFE INS. CO., INC	ER LIAB-DISTRICT DISABILITY	\$17.80
METRO INTERAGENCY INS PROG.	EE LIAB-MEDICAL INSURANCE	\$911.38
STIVERS JON	STAFF TRAVEL	\$66.10
TREASURER ST OF IA	STATE INCOME TAX WITHHOLDING	\$327.10
Fund Total:		\$34,057.01
Fund: DEBT SERVICE		
UMB BANK, N.A.	INTEREST	\$1,249,963.58
Fund Total:		\$1,249,963.58
Fund: GENERAL		
ABILITY PHYSICAL THERAPY, P.C.	OTHER PROFESSIONAL SERVICES	\$3,833.33
ACCESS SYSTEMS	INSTRUCTIONAL SUPPLIES	\$113.65
ACCURATE TRANSLATION BUREAU	Professional Educational Services	\$182.25
ACME TOOLS	INSTRUCTIONAL SUPPLIES	\$530.96
ADVANTAGE CHIROPRACTIC	PHYSICALS	\$320.00
ADVANTAGE RECORDS MANAGEMENT	GENERAL SUPPLIES	\$99.51
AGVANTAGE FS	GREASE,OIL,LUBE,COOL	\$459.26
AGVANTAGE FS	PROPANE	\$7,747.59
AHLERS AND COONEY, P.C.	LEGAL SERVICES	\$2,129.50
AHLERS AND COONEY, P.C.	OTHER PROFESSIONAL SERVICES	\$441.00
AIRGAS NORTH CENTRAL	HEAT/PLUMBING SUPPLY	\$90.15
AIRGAS NORTH CENTRAL	INSTRUCTIONAL SUPPLIES	\$358.22
ALLIANT ENERGY	ELECTRICITY	\$178,848.95
AMERICAN SPECIALTIES	GENERAL SUPPLIES	\$11.78
APPLE COMPUTER INC	GENERAL SUPPLIES	\$899.00
AREA AMBULANCE SERVICE	OTHER PROFESSIONAL SERVICES	\$1,100.00
ARK DATA CENTERS LLC	OTHER TECH SER	\$115.14
ARNOLD MOTOR SUPPLY	REPAIR PARTS	(\$120.72)
ARNOLD MOTOR SUPPLY	SHOP TOOLS/EQUIPMENT	\$425.35
ASCENDANCE TRUCKS EASTERN IOWA LLC	TRANSP. PARTS	\$382.62
ASIFLEX	OTHER PROFESSIONAL SERVICES	\$1,417.00
AT & T MOBILTY	TELEPHONE	\$1,153.99

Linn-Mar Community School District

IA- Warrants Paid Listing

Criteria

Date Range: 12/04/2025 - 01/07/2026

Fiscal Year: 2025-2026

Vendor Name	Description	Check Total
BOSTIAN CAREY	Professional Educational Services	\$500.00
BUDGET CAR RENTAL	RENTALS EQUIPMENT	\$2,269.36
BURGESS GAYLA	STAFF TRAVEL	\$22.00
C.J. COOPER & ASSOCIATES	DRUG TESTING	\$1,198.45
CAMP COURAGEOUS	DUES AND FEES	\$170.50
CAPITAL SANITARY	MAINTENANCE SUPPLIES	\$10,429.72
CAROLINA BIOLOGICAL SUPPLY	INSTRUCTIONAL SUPPLIES	\$35.61
CEDAR RAPIDS COMM SCH DIST	OTHER PROFESSIONAL SERVICES	\$400.00
CEDAR RAPIDS COMM SCH DIST	STAFF WORKSH/CONF	\$3,200.00
CEDAR RAPIDS WATER DEPT	WATER/SEWER	\$1,247.63
CEDAR RAPIDS WINSUPPLY PLUMBING CO	HEAT/PLUMBING SUPPLY	\$1,095.57
CENTRAL STATES BUS SALES INC	TRANSP. PARTS	\$1,288.33
CENTURISK	GENERAL SUPPLIES	\$185.00
CEV MULTIMEDIA, LTD	INSTRUCTIONAL SUPPLIES	\$875.00
CITY LAUNDERING COMPANY	GENERAL SUPPLIES	\$272.60
CITY OF MARION.	OTHER PROFESSIONAL SERVICES	\$2,356.20
CITY OF ROBINS	WATER/SEWER	\$496.00
COLLECTION	EE LIAB-GARNISHMENTS	\$2,562.20
CONCORD THEATRICALS	INSTRUCTIONAL SUPPLIES	\$3,420.87
CONSTELLATION NEWENERGY	NATURAL GAS	\$7,442.58
CR/LC SOLID WASTE AGENCY	GROUPS UPKEEP	\$88.50
CRESCENT PARTS & EQUIPMENT CO., INC	MAINTENANCE SUPPLIES	\$215.76
CROWBAR'S	GENERAL SUPPLIES	\$64.00
CRUCIAL LEARNING	GENERAL SUPPLIES	\$7,575.00
CULLIGAN	GENERAL SUPPLIES	\$1,877.79
D & K PRODUCTS	GROUPS UPKEEP	\$1,543.50
D'CAMP SARAH	STAFF TRAVEL	\$29.00
DAVE GRYP CONSTRUCTION INC	REPAIR/MAINT SERVICE	\$1,800.00
DELTA DENTAL OF IOWA	ER LIAB-DENTAL INS	\$42,568.42
EARNEST VALERIE	PROF SERV: EDUCATION	\$200.00
ELECTRICAL ENGINEERING & EQUIPMENT CO.	RADIOS	\$462.00
EMPLOYEE RESOURCE SYSTEMS, INC	OTHER PROFESSIONAL SERVICES	\$2,056.32
F & B CAB CO., INC	TRANSP PRIVATE CONT	\$1,538.00
F & W SERVICE CO., INC	REPAIR/MAINT SERVICE	\$484.56
FAREWAY STORES	INSTRUCTIONAL SUPPLIES	\$250.73
FARMERS STATE BANK	EE LIAB-DIR DEP NET PAY	\$4,516,171.40
FOLLETT CONTENT SOLUTIONS, LLC	LIBRARY BOOKS	\$2,052.84
FOUR OAKS FAMILY & CHILDREN'S SERVICES	PROF SERV: EDUCATION	\$9,341.50
FRANKLIN COVEY	Professional Educational Services	\$41,912.00
FREIBURGER VICKI	STAFF TRAVEL	\$26.45
FUTURE LINE	GROUPS UPKEEP	\$3,326.18
GALBRAITH JON	STAFF TRAVEL	\$144.75
GALBREATH SHANNON	STAFF TRAVEL	\$26.50
GASWAY CO, J P	GENERAL SUPPLIES	\$603.96
GAZETTE COMMUNICATIONS INC	ADVERTISING	\$594.18

Linn-Mar Community School District

IA- Warrants Paid Listing

Criteria

Date Range: 12/04/2025 - 01/07/2026

Fiscal Year: 2025-2026

Vendor Name	Description	Check Total
GOODWILL OF THE HEARTLAND	PROF SERV: EDUCATION	\$721.00
GRAINGER	GENERAL SUPPLIES	\$2,433.83
GRANT WOOD AEA	AEA FLOW THRU	\$216,233.20
GRANT WOOD AEA	GENERAL SUPPLIES	\$42.50
GRANT WOOD AEA	INSTRUCTIONAL SUPPLIES	\$256.12
GREENWOOD CLEANING SYSTEMS	MAINTENANCE SUPPLIES	\$5,228.88
HAND-IN-HAND PRESCHOOL	PROF SERV: EDUCATION	\$30,127.68
HANDS UP COMMUNICATIONS	INSTRUCTIONAL SUPPLIES	\$135.00
HARGERS ACCOUSTICS INC	GENERAL SUPPLIES	\$288.00
HAVEL NATALEE	STAFF TRAVEL	\$27.35
HAWKEYE ENVIRONMENTAL	OTHER PROFESSIONAL SERVICES	\$765.00
HAYES BETH	STAFF TRAVEL	\$67.90
HERBER JOHN	STAFF TRAVEL	\$122.00
HICKS JESSIE	STAFF TRAVEL	\$13.00
HILL AUSTIN	STAFF TRAVEL	\$129.00
HOGLUND BUS CO. INC	TRANSP. PARTS	\$108.78
HY-VEE FOOD STORE-8556	INSTRUCTIONAL SUPPLIES	\$168.49
IASB	DUES AND FEES	\$4,150.00
IMON COMMUNICATIONS LLC	TELEPHONE	\$1,450.00
INSPIRED TO SEW, LLC	PROF SERV: EDUCATION	\$141.41
INTERNAL REVENUE SERVICE-9343	EE LIAB-MEDICARE	\$88,279.25
INTERNAL REVENUE SERVICE-9343	EE LIAB-SO SEC	\$374,957.78
INTERNAL REVENUE SERVICE-9343	ER LIAB-MEDICARE	\$88,081.71
INTERNAL REVENUE SERVICE-9343	ER LIAB-SOC SEC	\$374,957.78
INTERNAL REVENUE SERVICE-9343	FEDERAL INCOME TAX WITHHOLDING	\$441,044.19
INTERSTATE BILLING SERVICE	GENERAL SUPPLIES	\$61.15
IOWA COMMUNICATIONS NETWORK	INTERNET	\$11.08
IOWA DEPT OF HUMAN SERVICES	MEDICAID REIMBURSE	\$73,364.63
IOWA ONE CALL	OTHER TECH SER	\$20.00
IOWA PUBLIC EMPL RETIR SYSTEM	EE LIAB-IPERS	\$357,904.41
IOWA PUBLIC EMPL RETIR SYSTEM	ER LIAB-IPERS	\$537,141.21
IOWA SCHOOL COUNSELOR ASSOCIATION	DUES AND FEES	\$2,080.00
IOWA SHARES	EE LIAB-CHARITY	\$23.00
ISFIS	OTHER PROFESSIONAL SERVICES	\$510.00
JOHNSTONE SUPPLY	HEAT/PLUMBING SUPPLY	\$296.51
JVA MOBILITY	INSTRUCTIONAL SUPPLIES	\$3,152.00
K-12 TECHNOLOGY GROUP INC	TELEPHONE	\$1,567.05
KIM, MIERA	Professional Educational Services	\$500.00
KIRKWOOD COMM COLLEGE	WELLNESS OTHER PROFESSIONAL SERVICES	\$302.00
KORTEMAYER AMY	STAFF TRAVEL	\$140.00
LESSONPIX INC	INSTRUCTIONAL SUPPLIES	\$1,224.00
LINN CO-OP OIL	DIESEL	\$14,509.39
LINN CO-OP OIL	GASOLINE	\$4,422.00
LINN CO-OP OIL	REPAIR PARTS	\$10.00
LINN COUNTY PUBLIC HEALTH	DUES AND FEES	\$270.00

Linn-Mar Community School District

IA- Warrants Paid Listing

Criteria

Date Range: 12/04/2025 - 01/07/2026

Fiscal Year: 2025-2026

Vendor Name	Description	Check Total
LINN COUNTY REC	ELECTRICITY	\$36,243.38
LINN COUNTY SHERIFF	EE LIAB-GARNISHMENTS	\$869.73
LINN-MAR FOUNDATION	EE LIAB-CHARITY	\$164.00
LUCK'S MUSIC LIBRARY	INSTRUCTIONAL SUPPLIES	\$567.59
LYNCH FORD	TRANSP. PARTS	\$310.12
MADISON NATIONAL LIFE INS. CO., INC	DISTRICT LIFE INSURANCE	\$5,506.08
MADISON NATIONAL LIFE INS. CO., INC	ER LIAB-DISTRICT DISABILITY	\$10,767.51
MADISON NATIONAL LIFE INS. CO., INC	RETIREE INSURANCE	(\$248.00)
MARION INDEPENDENT SCHOOLS	DUES AND FEES	\$180.00
MARION IRON CO.	INSTRUCTIONAL SUPPLIES	\$2,155.11
MARION TIRE	REPAIR/MAINT SERVICE	\$3,271.91
MARION WATER DEPT	WATER/SEWER	\$30,518.07
MCMASTER-CARR	INSTRUCTIONAL SUPPLIES	\$74.72
MEDICALESHP INC	INSTRUCTIONAL SUPPLIES	\$441.00
MENARDS -13127	GENERAL SUPPLIES	\$2,770.02
MENARDS -13127	INSTRUCTIONAL SUPPLIES	\$248.15
METRO INTERAGENCY INS PROG.	EE LIAB-MEDICAL INSURANCE	\$654,229.80
METRO INTERAGENCY INS PROG.	ER LIAB-DENTAL INS	(\$95.00)
METRO INTERAGENCY INS PROG.	ER LIAB-MEDICAL INSURANCE	\$29,580.00
METRO INTERAGENCY INS PROG.	RETIREE INSURANCE	\$53,452.28
MHC Kenworth Cedar Rapids	TRANSP. PARTS	\$613.16
MID AMERICAN ENERGY	NATURAL GAS	\$8,117.08
MID-AMERICAN RESEARCH CHEMICAL	GENERAL SUPPLIES	\$192.34
MIDWEST BUS PARTS, INC	TRANSP. PARTS	\$269.91
MIDWEST WHEEL	TRANSP. PARTS	\$967.31
MOREY BRITTANIA	STAFF TRAVEL	\$171.58
MOUNT MERCY UNIVERSITY.	TUITION COLLEGE/UNIV	\$250.00
MTI DISTRIBUTING INC	REPAIR PARTS	\$3,008.04
NAPA AUTO PARTS (GPC)	SHOP TOOLS/EQUIPMENT	\$359.97
NAPA AUTO PARTS (GPC)	TRANSP. PARTS	\$33.31
NAVIGATE360,LLC	COMPUTER SOFTWARE	\$2,071.11
OPEN TEXT INC	OTHER TECH SER	\$216.38
ORKIN PEST CONTROL	OTHER PROFESSIONAL SERVICES	\$833.15
PAPA JOHNS PIZZA	INSTRUCTIONAL SUPPLIES	\$274.35
PARTS TOWN, LLC	GENERAL SUPPLIES	\$2,230.54
PEPPER J.W. & SON, INC	GENERAL SUPPLIES	\$215.99
PEPPER J.W. & SON, INC	INSTRUCTIONAL SUPPLIES	\$1,976.85
PETE'S PIANO SERVICE	PROF SERV: EDUCATION	\$450.00
PFEIL ANGELA	STAFF TRAVEL	\$11.40
PFEIL REBEKAH	STAFF TRAVEL	\$4.00
PIRNAT MICHAELA	STAFF TRAVEL	\$60.50
PLUMB SUPPLY CO.	HEAT/PLUMBING SUPPLY	\$965.64
PROFESSIONAL PLUMBING SERVICE, INC	REPAIR/MAINT SERVICE	\$6,204.75
REHABMART.COM LLC	INSTRUCTIONAL SUPPLIES	\$1,317.00
RELAYHUB LLC	DATA PROCESSING AND	\$7,090.91

Linn-Mar Community School District

IA- Warrants Paid Listing

Criteria

Date Range: 12/04/2025 - 01/07/2026

Fiscal Year: 2025-2026

Vendor Name	Description	Check Total
RIVERSIDE COMMUNITY CARE, INC.	DUES AND FEES	\$1,500.00
ROCHESTER ARMORED CAR CO INC	GENERAL SUPPLIES	\$529.10
ROCK VALLEY PHYSICAL THERAPY CENTER	PROF SERV: EDUCATION	\$20,750.00
ROTO-ROOTER	REPAIR/MAINT SERVICE	\$135.00
SCHOLASTIC BOOK FAIR INC	LIBRARY BOOKS	\$1,270.77
SCHOOL BUS SALES	TRANSP. PARTS	\$3,774.20
SCHOOL HEALTH CORP	GENERAL SUPPLIES	\$214.80
SCHULT BARBARA	STAFF TRAVEL	\$73.72
SCHULTZ STRINGS INC	EQUIPMENT REPAIR	\$1,031.05
SHELTON-DEHAAN COMPANY	REPAIR/MAINT SERVICE	\$251.00
SMITH OLIVIA	STAFF TRAVEL	\$23.50
STATE HYGIENIC LABORATORY	GENERAL SUPPLIES	\$17.50
STERICYCLE INC	DUES AND FEES	\$19.45
SUN LIFE FINANCIAL EBG	EE LIAB-VOL/SUN LIFE INS	\$4,088.37
SWANK MOVIE LICENSING USA	GENERAL SUPPLIES	\$668.00
TAESE/USU	Professional Educational Services	\$905.00
TEGELER WRECKER & CRANE	REPAIR/MAINT SERVICE	\$436.00
THE FILTER SHOP, INC	GENERAL SUPPLIES	\$150.60
THE FILTER SHOP, INC	MAINTENANCE SUPPLIES	\$2,848.30
THE SHREDDER	OTHER PROFESSIONAL SERVICES	\$452.00
TRALAU CAROL A.	PROF SERV: EDUCATION	\$1,000.00
TRANE U.S. INC.	REPAIR/MAINT SERVICE	\$6,567.00
TREASURER ST OF IA	STATE INCOME TAX WITHHOLDING	\$158,117.56
TRI-CITY ELECTRIC COMPANY OF IOWA	EQUIPMENT REPAIR	\$1,404.95
TRI-CITY ELECTRIC COMPANY OF IOWA	GENERAL SUPPLIES	\$5,350.00
UNITED WAY OF EAST CENTRAL IOWA	EE LIAB-CHARITY	\$60.00
UNITY SCHOOL BUS PARTS, INC	TRANSP. PARTS	\$2,126.00
VAN METER CO	ELECTRICAL SUPPLY	\$948.10
VERIZON WIRELESS	TELEPHONE	\$2,987.01
VOYA RETIREMENT INSURANCE	EE LIAB-403 (B)	\$65,068.48
WEST MUSIC CO	EQUIPMENT REPAIR	\$45.00
WEST MUSIC CO	INSTRUCTIONAL SUPPLIES	\$1,357.57
WIELAND & SONS LUMBER CO	INSTRUCTIONAL SUPPLIES	\$975.00
WILBER MASONRY INC	REPAIR/MAINT SERVICE	\$410.00
WINDSTAR LINES	STAFF TRAVEL	\$6,767.10

Fund Total: \$8,663,631.64

Fund: LOCAL OPT SALES TAX

RISE VISION INC	COMP/TECH HARDWARE	\$4,896.00
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Fund Total: \$4,896.00

Fund: MANAGEMENT LEVY

TRUENORTH COMPANIES, LC	WORKERS COMP	\$318,969.00
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Fund Total: \$318,969.00

Fund: NUTRITION SERVICES

ANDERSON ERICKSON DAIRY CO	PURCHASE FOOD	\$20,655.51
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Linn-Mar Community School District

IA- Warrants Paid Listing

Criteria

Date Range: 12/04/2025 - 01/07/2026

Fiscal Year: 2025-2026

Vendor Name	Description	Check Total
EMS DETERGENT SERVICES	GENERAL SUPPLIES	\$6,152.15
FARMERS STATE BANK	EE LIAB-DIR DEP NET PAY	\$191,511.12
HYNEK KIM	UNEARNED REVENUE	\$0.25
INTERNAL REVENUE SERVICE-9343	EE LIAB-MEDICARE	\$3,554.93
INTERNAL REVENUE SERVICE-9343	EE LIAB-SO SEC	\$15,200.50
INTERNAL REVENUE SERVICE-9343	ER LIAB-MEDICARE	\$3,554.93
INTERNAL REVENUE SERVICE-9343	ER LIAB-SOC SEC	\$15,200.50
INTERNAL REVENUE SERVICE-9343	FEDERAL INCOME TAX WITHHOLDING	\$7,747.35
IOWA PUBLIC EMPL RETIR SYSTEM	EE LIAB-IPERS	\$10,207.07
IOWA PUBLIC EMPL RETIR SYSTEM	ER LIAB-IPERS	\$15,318.80
MADISON NATIONAL LIFE INS. CO., INC	DISTRICT LIFE INSURANCE	\$176.42
MADISON NATIONAL LIFE INS. CO., INC	ER LIAB-DISTRICT DISABILITY	\$187.97
MARTIN BROTHERS DISTRIBUTING CO., INC	PURCHASE FOOD	\$46,025.97
METRO INTERAGENCY INS PROG.	EE LIAB-MEDICAL INSURANCE	\$22,079.83
PAN-O-GOLD BAKING CO	PURCHASE FOOD	\$3,399.40
PERFORMANCE FOODSERVICE - CEDAR RAPIDS	GENERAL SUPPLIES	\$5,780.90
PERFORMANCE FOODSERVICE - CEDAR RAPIDS	PURCHASE FOOD	\$61,701.46
TORRES DIAZ EDGARDO	GENERAL SUPPLIES	\$45.00
TREASURER ST OF IA	STATE INCOME TAX WITHHOLDING	\$4,265.34
VOYA RETIREMENT INSURANCE	EE LIAB-403 (B)	\$150.00

Fund Total: \$432,915.40

Fund: PHY PLANT & EQ LEVY

ACCESS SYSTEMS	COMPUTER/COPIER RENT	\$12,103.55
APPLEBY & HORN	CONSTRUCTION SERV	\$1,416.00
BOWKER MECHANICAL CONTRACTORS	CONSTRUCTION SERV	\$10,143.98
BRECKE	CONSTRUCTION SERV	\$7,243.00
CENTURISK	COMPUTER SOFTWARE	\$2,768.48
CITY OF MARION	CONSTRUCTION SERV	\$500.00
CRISISGO, INC	COMPUTER SOFTWARE	\$29,415.60
CULVER'S CORRIDOR STORAGE, LLC	FACILITY RENTAL	\$1,187.50
DRYSPACE INC	CONSTRUCTION SERV	\$15,274.00
EMPOWERED PROPERTIES, LLC	FACILITY RENTAL	\$3,675.00
JOHNSON CONTROLS	CONSTRUCTION SERV	\$6,876.00
MIDWEST ALARM SERVICES	CONSTRUCTION SERV	\$346.00
ROTO-ROOTER	CONSTRUCTION SERV	\$1,085.00
SHIVE-HATTERY INC.	CONSTRUCTION SERV	\$13,910.40
TRANE U.S. INC.	CONSTRUCTION SERV	\$1,887.02
WELTER STORAGE EQUIPMENT CO INC	FURNITURE & FIXTURES	\$780.00

Fund Total: \$108,611.53

Fund: PUB ED & REC LEVY

ATWATER COMPANIES INC	GROUPS UPKEEP	\$9,828.73
FARMERS STATE BANK	EE LIAB-DIR DEP NET PAY	\$2,286.38
INTERNAL REVENUE SERVICE-9343	EE LIAB-MEDICARE	\$42.80
INTERNAL REVENUE SERVICE-9343	EE LIAB-SO SEC	\$183.00

Linn-Mar Community School District

IA- Warrants Paid Listing

Criteria

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Vendor Name	Description	Check Total
INTERNAL REVENUE SERVICE-9343	ER LIAB-MEDICARE	\$42.80
INTERNAL REVENUE SERVICE-9343	ER LIAB-SOC SEC	\$183.00
INTERNAL REVENUE SERVICE-9343	FEDERAL INCOME TAX WITHHOLDING	\$161.23
IOWA PUBLIC EMPL RETIR SYSTEM	EE LIAB-IPERS	\$192.45
IOWA PUBLIC EMPL RETIR SYSTEM	ER LIAB-IPERS	\$288.83
MADISON NATIONAL LIFE INS. CO., INC	DISTRICT LIFE INSURANCE	\$2.50
MADISON NATIONAL LIFE INS. CO., INC	ER LIAB-DISTRICT DISABILITY	\$5.81
METRO INTERAGENCY INS PROG.	EE LIAB-MEDICAL INSURANCE	\$364.41
SPORT CONSTRUCTION MIDWEST	GROUPS UPKEEP	\$3,084.00
TOTAL SCAPES, INC	CONSTRUCTION SERV	\$27,195.00
TREASURER ST OF IA	STATE INCOME TAX WITHHOLDING	\$85.85

Fund Total: \$43,946.79

Fund: STUDENT ACTIVITY

AIRGAS NORTH CENTRAL	GENERAL SUPPLIES	\$90.15
AM GLASS REPAIR LLC	PROF SERV: EDUCATION	\$250.00
AMY WHITE PHOTOGRAPHY	GENERAL SUPPLIES	\$1,675.00
ANKENY SCHOOLS	DUES AND FEES	\$150.00
BAREFOOT CAMPUS OUTFITTER	GENERAL SUPPLIES	\$38.00
BRANDED APPAREL	GENERAL SUPPLIES	\$246.00
BSN SPORTS	GENERAL SUPPLIES	\$400.00
CEDAR RAPIDS ATHLETIC OFFICIALS	DUES AND FEES	\$1,125.00
CENTER POINT-URBANA HIGH SCHOOL	DUES AND FEES	\$325.00
CONCORD THEATRICALS	GENERAL SUPPLIES	\$887.88
CONDON MICHAEL J	OFFICIAL/JUDGE	\$60.00
COPYWORKS	GENERAL SUPPLIES	\$463.00
COPYWORKS	PROF SERV: EDUCATION	\$50.50
COTTON GALLERY LTD.	GENERAL SUPPLIES	\$1,572.26
CRAWFORD GREG	OFFICIAL/JUDGE	\$75.00
DAYTON CHARLES	OFFICIAL/JUDGE	\$110.00
DAYTON JOYCE	OFFICIAL/JUDGE	\$240.00
DUGGAN CHRIS	OFFICIAL/JUDGE	\$420.00
DUGGAN KYLE	OFFICIAL/JUDGE	\$510.00
EGG ROLL LADY CR LLC	GENERAL SUPPLIES	\$7,702.00
ELSMORE SWIM SHOP/AQUATIC	GENERAL SUPPLIES	\$601.73
FARMERS STATE BANK	EE LIAB-DIR DEP NET PAY	\$5,123.16
GRIT CAPITAL LLC	GENERAL SUPPLIES	\$1,019.99
HAMMES DANIEL	STAFF TRAVEL	\$237.00
HAUS OF LANOUE LLC	GENERAL SUPPLIES	\$16,659.76
INDEPENDENCE COMM SCHOOL DIST	DUES AND FEES	\$350.00
INTERNAL REVENUE SERVICE-9343	EE LIAB-MEDICARE	\$85.06
INTERNAL REVENUE SERVICE-9343	EE LIAB-SO SEC	\$363.66
INTERNAL REVENUE SERVICE-9343	ER LIAB-MEDICARE	\$85.06
INTERNAL REVENUE SERVICE-9343	ER LIAB-SOC SEC	\$363.66
INTERNAL REVENUE SERVICE-9343	FEDERAL INCOME TAX WITHHOLDING	\$233.93
IOWA CITY AREA SPORTS COMMISSION	PROF SERV: EDUCATION	\$25.00

Linn-Mar Community School District

IA- Warrants Paid Listing

Criteria

Date Range: 12/04/2025 - 01/07/2026

Fiscal Year: 2025-2026

Vendor Name	Description	Check Total
IOWA FBLA-9388	DUES AND FEES	\$1,125.00
IOWA HIGH SCHOOL ATHLETIC ASSOC	GENERAL SUPPLIES	\$50.00
IOWA PUBLIC EMPL RETIR SYSTEM	EE LIAB-IPERS	\$311.57
IOWA PUBLIC EMPL RETIR SYSTEM	ER LIAB-IPERS	\$467.61
MAHMENS MITCH	OFFICIAL/JUDGE	\$300.00
MARION IRON CO.	GENERAL SUPPLIES	\$151.20
MENARDS -13127	GENERAL SUPPLIES	\$685.98
MH ADVERTISING SPECIALTIES	GENERAL SUPPLIES	\$1,318.68
MIDLAND COMMUNITY SCHOOL	DUES AND FEES	\$150.00
MONTICELLO SPORTS	GENERAL SUPPLIES	\$225.00
NAVARRETE CHRISTOPHER	PROF SERV: EDUCATION	\$550.00
NEIBA	DUES AND FEES	\$105.00
NORTH-LINN CSD	DUES AND FEES	\$170.00
ONE SWIM	GENERAL SUPPLIES	\$276.99
PRAIRIE HIGH SCHOOL	DUES AND FEES	\$190.00
READ PHOTOGRAPHY	GENERAL SUPPLIES	\$640.00
RIDDELL ALL-AMERICAN	GENERAL SUPPLIES	\$3,407.95
SAVILLE SCOTT	OFFICIAL/JUDGE	\$135.00
SCHROEDER BASEBALL	GENERAL SUPPLIES	\$1,030.00
SIEREN RANDY	OFFICIAL/JUDGE	\$60.00
STUDIO U PHOTOGRAPHY, LLC	GENERAL SUPPLIES	\$128.00
STURENFELDT ROB-EMPLOYEE	OFFICIAL/JUDGE	\$60.00
TREASURER ST OF IA	STATE INCOME TAX WITHHOLDING	\$90.60
VINTON-SHELLSBURG COMM SCHOOL	DUES AND FEES	\$410.00
WATERLOO COMMUNITY SCHOOL DIST	DUES AND FEES	\$550.00
WESTCOM WIRELESS INC	EQUIPMENT >\$5,000	\$5,628.28
WILLIAMSBURG HIGH SCHOOL	DUES AND FEES	\$140.00

Fund Total: \$59,894.66

Fund: STUDENT STORE

BRANDED CUSTOM SPORTSWEAR, INC	GENERAL SUPPLIES	\$5,664.49
COPYWORKS	GENERAL SUPPLIES	\$398.75
ELITE SPORTS	GENERAL SUPPLIES	\$1,122.00

Fund Total: \$7,185.24

Grand Total: \$10,924,070.85

End of Report

schoolai

Order Form

This SchoolAI Order Form ("**Order Form**") is entered into between SchoolAI Inc., a Delaware corporation with offices at 1441 W Innovation Way, Suite 150, Lehi, UT 84043, and the subscriber identified below ("**Subscriber**"). This Order Form is effective as of the date of last signature below ("**Effective Date**") and is subject to the SchoolAI Subscription Agreement attached as Exhibit A ("**Agreement**"). In the event of any conflict between this Order Form and the Agreement, this Order Form will control. All capitalized terms not defined in this Order Form have the meanings given in the Agreement.

Subscriber Information:

Name:	Linn-Mar Community School District
Address:	3556 Winslow Road Marion, IA, 52302

Subscription Date: 2026-01-01 - 2026-06-30

The Subscription Term will automatically renew for additional 12-month terms unless terminated in accordance with the Agreement.

SchoolAI Classroom Pro Prorate July 1	Price \$4.50 per year
Quantity 7700	Total \$34,650.00 per year
6 Month Prorated Deal	Price \$0.00
	Discount \$17,325.00
Quantity 1	Total -\$17,325.00
Custom Virtual PD	Price \$500.00
	Discount 100 %
Quantity 2	Total \$0.00

Section total	\$17,325.00
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Total	\$17,325.00
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My organization is tax exempt ☒

Product Description:

SchoolAI is an AI-powered educational platform offering three main functional components:

Spaces

- Customizable AI chatbots for student learning experiences
- Interactive conversations with historical figures and subject tutors
- Real-time monitoring of student interactions
- Speech-to-text and text-to-speech capabilities
- Support for over 140 languages

Teacher Tools

- Automated document generation for:
 - Lesson plans
 - Quizzes
 - Worksheets
 - IEP goals
 - Syllabi
- Built-in text editor for customizing generated content
- Student progress tracking and analytics

Assistants

- Co-teacher for lesson planning and classroom management
- Field trip planner for organizing educational outings
- Common Core expert for standards alignment
- Essay grading assistant with rubric-based feedback
- Monitoring Features
 - Real-time student activity tracking
 - Conversation monitoring and control
 - Ability to pause or end student sessions
 - Data trends and behavior flags

Access

- Web-based platform requiring no special software
- No student accounts needed for basic access
- FERPA-compliant privacy controls

Payment Terms:

The Subscription Fee, Integration Services Fee, and Training Fee are due and payable upon the Effective Date or, if applicable, the end of the Trial Period (the "**Initial Payment Date**"). If the Subscription Term is renewed for additional 12-month terms, the Subscription Fee will be invoiced on the anniversary of the Initial Payment Date and payable in accordance with the Agreement.

General Terms:

By signing below, the Parties accept and agree to be bound by the terms and conditions of this Order Form and the Agreement:

"SchoolAI"	"Subscriber"
SchoolAI, Inc.	Linn-Mar Community School District
By:	By:
Name: Steve Wennerholm	Name: Katie Lowe Lancaster
Title: VP of Finance	Title: Board President
Date:	Date:

Exhibit A

SchoolAI Content Subscription Agreement

This SchoolAI Platform Agreement ("**Agreement**") is entered into as of the Effective Date between SchoolAI Inc. ("**SchoolAI**") and the subscriber identified on the Order Form ("**Subscriber**"). SchoolAI and Subscriber are each a "**Party**" and together the "**Parties**." Capitalized terms not defined in context have the meaning given in Section 1 below.

1. Definitions

1.1. "**AI Features**" means any features and/or functionality of the Product powered by artificial intelligence (including machine learning).

1.2. "**Administrators**" means Subscriber's current administrators, staff, and employees, including temporary staff.

1.3. "**Authorized Users**" means any Students and Administrators which are permitted by Subscriber to use the Product.

1.4. "**Beta Services**" means services or features identified as "alpha," "beta," or "evaluation," or words or phrases with similar meanings.

1.5. "**Content Delivery Platform**" means the designated technology platform through which Subscriber and its Authorized Users will access the Product.

1.6. "**Documentation**" means any documentation or information provided or made available by SchoolAI to Subscriber under this Agreement concerning the Product.

1.7. "**Effective Date**" has the meaning given in the applicable Order Form.

1.8. "**Mobile App**" means the SchoolAI mobile application released by SchoolAI for use with the Product.

1.9. "**Order Form**" means the ordering document between SchoolAI and Subscriber from which this Agreement is referenced or attached.

1.10. "**Product**" means the AI-powered educational Product described in the Order Form.

1.11. "**SchoolAI Technology**" means, individually or collectively, the Product, the Documentation, and any other software, technology, or data provided by SchoolAI to Subscriber, including any Updates to these items.

1.12. "**Students**" means any of Subscriber's currently enrolled students.

1.13. "**Subscriber Data**" means text, communications, or other data uploaded to or transmitted through the Product by its Authorized Users.

1.14. **"Subscription Term"** means the period specified in the applicable Order Form during which Subscriber's Authorized Users will be entitled to use the Product.

1.15. **"Third-Party Technology"** means any software, source code, object code, models, processes, methods, algorithms, inventions, APIs, SDKs, or other technology which is not owned by SchoolAI.

1.16. **"Updates"** means periodic enhancements, updates, new features, new functionalities, or other improvements or changes to the Product or any other SchoolAI Technology.

1.17. **"Usage Data"** means information, data, learning, and other metrics regarding Subscriber's and Authorized Users' use of the Product, but excluding Subscriber Data.

2. Grant of Rights and Licenses; Restrictions

2.1. **Right to Use Product.** SchoolAI hereby grants to Subscriber, exercisable by and through its Authorized Users, a non-exclusive, non-sub-licensable, non-transferable, royalty-free right during the applicable Subscription Term to use and access the Product. Use of the Product is subject to any additional restrictions in the Order Form, including limits on number of Authorized Users or sites.

2.2. **License to Mobile App.** SchoolAI hereby grants to Subscriber, exercisable by and through its Authorized Users, a non-exclusive, non-sub-licensable, non-transferable, royalty-free right and license during the applicable Subscription Term to download, install and run the Mobile App on its Authorized Users' mobile devices solely for purposes of interfacing with and using the Product. Any limits on the number of Authorized Users will also limit the number of Authorized Users enabled to access the Product through the Mobile App.

2.3. **License to Documentation.** SchoolAI hereby grants to Subscriber a limited, non-exclusive, non-sub-licensable, non-transferable, royalty-free license to use, copy, and reproduce Documentation as reasonably necessary to support Subscriber's and its Authorized Users' use of the Products.

2.4. **Restrictions.** Other than as expressly authorized in this Agreement, the rights and licenses granted to Subscriber in this Section 2 do not include any right to, and Subscriber will not, and will not permit anyone to, do any of the following: (a) modify, translate, or create a derivative work of any portion of the SchoolAI Technology; (b) sell, lease, loan, provide, distribute or otherwise transfer any portion of the SchoolAI Technology to any third-party; (c) reverse engineer, disassemble, or otherwise attempt to gain access to the source code of SchoolAI Technology; (d) display or disclose any portion of the Products to any person except to Authorized Users; (e) remove, alter, or cover any copyright notices or other proprietary rights notices placed on or in any part of the Product; or (f) permit or cause any third-party to do any of the foregoing.

2.5. **Order Forms.** Notwithstanding anything to the contrary, Subscriber's and its Authorized Users' rights to use SchoolAI Technology, as granted under this Section 2, are contingent on an active Order Form between the Parties with pricing and other terms applicable to Subscriber's use of the SchoolAI Technology.

2.6. **Responsibility for Authorized Users; Access Credentials.** Subscriber will be responsible for ensuring that its Authorized Users' use of the Product is in compliance with the terms of this

Agreement. Subscriber and its Authorized Users will be solely responsible for securing and keeping confidential any login credentials for the Product ("Access Credentials") and will immediately notify SchoolAI of any unauthorized use or disclosure of Access Credentials. SchoolAI reserves the right to terminate access of any Authorized User whose actions or omissions are in breach of this Agreement or otherwise jeopardize the security or integrity of the Product.

2.7. Third Party Integrations. The Product may interface with certain third-party platforms ("Third-Party Platforms"), including, without limitation, third-party learning management systems. Integrations with specific Third-Party Platforms to be completed as part of the Integration Services (defined below) will be set out in the Order Form. Any use of Third-Party Platforms by Subscriber will be subject to the applicable terms of use of those Third-Party Platforms. Subscriber is solely responsible for paying all fees to maintain its account with Third-Party Platforms. In no event will SchoolAI be responsible for any failure to maintain a current account with a Third-Party Platform or any outage, unavailability, error, or fault with a Third-Party Platform. By choosing to integrate with Third-Party Platforms, Subscriber represents and warrants to SchoolAI that it has all necessary rights and authority to do so.

2.8. Feedback. If Subscriber provides any feedback, suggestions, or comments ("Feedback") to SchoolAI concerning the functionality and performance of any portion of the Product (including identifying potential errors and improvements), SchoolAI will be free to use that Feedback for any purpose without payment or restriction.

2.9. Changes to the Product. SchoolAI may modify the Product from time to time through periodic Updates. SchoolAI reserves the right to charge additional fees for Updates that add material new modules, features, or functionality (provided that Subscriber is not obligated to purchase those features unless agreed in an Order Form or otherwise in writing through the Product as an in-app purchase).

2.10. All Rights Reserved. All rights and license not expressly granted by SchoolAI under this Agreement are reserved.

3. Integration Services, Training, Maintenance, and Support

3.1. Integration Services. Subject to timely payment of all applicable fees, SchoolAI will provide the integration services purchased in the Order Form (the "Integration Services"). Subscriber will cooperate with SchoolAI in performing the Integration Services, including by making available information, personnel, and networks as necessary for SchoolAI to accomplish the Integration Services.

3.2. Training. Subject to the timely payment of all applicable fees, SchoolAI will provide the training purchased in the Order Form ("Training"). Unless otherwise stated in the Order Form, Training will be provided remotely to Administrators using a "train-the-trainer" approach.

3.3. Maintenance and Support. SchoolAI will provide Subscriber with commercially reasonable technical support for the Product during the Term. Support inquiries should be directed to partners@schoolai.com. Notwithstanding the foregoing, Subscriber will be responsible for handling all support inquiries received from Students, and Subscriber will in no event direct Students to SchoolAI for support inquiries. Additionally, SchoolAI does not guarantee that any support will resolve Subscriber's problems. Programming and technical advice regarding programs that Subscriber creates through the

Product are outside of the scope of SchoolAI support. Additional support services may be available and may be purchased by Subscriber through an Order Form.

3.4. Service Level Agreement. SchoolAI will provide the Products in accordance with the service levels in Appendix 1 ("Service Level Agreement").

4. Intellectual Property and Data

4.1. SchoolAI Technology. SchoolAI owns, and will retain ownership of, all right, title, and interest, including intellectual property rights, in and to the SchoolAI Technology. Except for the limited licenses and rights granted in Section 2, nothing herein grants to Subscriber, or should be construed to grant to Subscriber, any right, title, or interest in or to the SchoolAI Technology.

4.2. Subscriber Data. As between SchoolAI and Subscriber, Subscriber will be the exclusive owner of all Subscriber Data. Subscriber shall comply with all applicable legal requirements, including obtaining prior consent if necessary, when transferring or otherwise making available Subscriber Data to SchoolAI. Subscriber is responsible for ensuring that it has, and will continue to have, the right to transfer, or provide access to, the Subscriber Data to SchoolAI to perform its obligations under this Agreement.

4.3. SchoolAI Data Usage.

4.3.1. Use of Subscriber Data. Subject to the terms of this Agreement, SchoolAI will access and use Subscriber Data solely for purposes of providing the Product, performing Integration Services, delivering maintenance and support, and otherwise performing its obligations under this Agreement. SchoolAI's permitted use of Subscriber Data under this Section 4.3 includes the right for SchoolAI to share Subscriber Data with its cloud service provider and with its Content Delivery Platform provider, and other agents and subcontractors of SchoolAI, solely for purposes of providing the Product and Integration Services. SchoolAI shall not sell, share, or otherwise disclose Subscriber Data with other third parties without the consent of Subscriber, unless such data is de-identified pursuant to applicable law.

4.3.2. Use of Usage Data. SchoolAI may collect Usage Data and use it to operate, improve and support the Product and for other lawful business purposes, including benchmarking and reports. Upon Subscriber's request, SchoolAI may share certain Usage Data with Subscriber to provide relevant usage and performance reporting. SchoolAI shall not sell, share, or otherwise disclose Usage Data with other third-parties unless such data is de-identified pursuant to applicable law.

4.4. Data Protection. For so long as SchoolAI is in possession or control of any Subscriber Data, SchoolAI will implement and maintain commercially reasonable and industry standard administrative, physical, and technical measures designed to protect Subscriber Data from any unauthorized access or use. SchoolAI shall train and require all employees of any kind to comply with all data protection measures with respect to the Subscriber Data and Usage Data shared under this Agreement and as required by applicable law.

4.5. Data Export. Subscriber is solely responsible for exporting Subscriber Data from the Product upon termination of this Agreement. For the 30-day period immediately following any termination or expiration of this Agreement (the "Transition Period") Subscriber will be permitted to

export its Subscriber Data from the Products and SchoolAI will provide Subscriber commercially reasonable assistance in performing this export. For the avoidance of doubt, SchoolAI will have no liability for deleting any Subscriber Data after the Transition Period.

5. Payment and Invoicing

5.1. Payments. Subscriber's use of the Product is subject to the subscription fees set forth in the Order Form, as well as any additional service fees and expenses set forth in the Order Form (collectively, the "**Fees**"). All amounts payable under this Agreement are denominated in United States dollars, will be paid in United States dollars, and are non-refundable.

5.2. Late Fees and Setoffs. Unless otherwise specified in the Order Form, Subscriber will pay all amounts due within 30 days of the date of the applicable invoice. Any amount not paid when due will be subject to finance charges equal to 1.5% of the unpaid balance per month or the highest rate permitted by applicable law, whichever is less, determined and compounded daily from the date due until the date paid. Subscriber will reimburse any costs or expenses (including, but not limited to, reasonable attorneys' fees) incurred by SchoolAI to collect any amount that is not paid when due.

5.3. Taxes. Other than net income taxes imposed on SchoolAI, Subscriber will bear all taxes, duties, and other governmental charges resulting from this Agreement. Subscriber will pay any additional taxes as are necessary to ensure that the net amounts received by SchoolAI after all of those taxes are paid are equal to the amounts that SchoolAI would have been entitled to in accordance with this Agreement as if the taxes did not exist.

5.4. In-App Purchases. The Product may allow certain Authorized Users to purchase add-on offerings (e.g. templates, workbooks) ("**In-App Purchases**"). Charges for these In-App Purchases will be billed on the next month's invoice as part of the Fees.

5.5. Refunds. Except as otherwise expressly provided for in this Agreement, all Fees, once paid, are non-refundable, and there are no refunds or credits for any partially used period.

6. Term and Termination

6.1. Subscription Terms. Each Subscription Term will last for an initial 12-month period unless the Order Form states otherwise. Each Subscription Term will renew for successive 12-month periods unless: (a) the Parties agree on a different renewal period in the Order Form; or (b) either Party notifies the other of non-renewal at least 30 days prior to the end of the current Subscription Term.

6.2. Term. This Agreement commences on the Effective Date and continues until the expiration of all Subscription Terms, unless terminated earlier in accordance with the terms of this Agreement (the "**Term**").

6.3. Termination. Either Party may terminate this Agreement if the other Party: (a) fails to cure a material breach of this Agreement (including a failure to pay fees) within 30 days after written notice of that breach; (b) ceases operation without a successor; or (c) seeks protection under a bankruptcy, receivership, creditors' arrangement, or comparable proceeding that is not dismissed within 60 days.

6.4. Effect of Termination. Upon expiration or termination of this Agreement, the Parties agree that: (a) all Order Forms will immediately terminate; (b) Subscriber's and its Authorized Users' rights to the Product, Documentation, and other SchoolAI Technology will immediately terminate; and (c) each Party will return to the other Party (or upon the other Party's request, destroy) all Confidential Information of the other Party in its possession or control, except de-identified information.

6.5. Survival. The following Sections will survive any termination or expiration of this Agreement: 2.4, 2.7, 2.10, 4.1, 4.2, 4.3.2, 6.4, 6.5, 7.3, 8.5, 9, 10, 11, and 12.

7. AI Features

7.1. General. Subscriber may submit Subscriber Data and other information (including in the form of prompts or queries) ("Input") to the Product's AI Features and receive output from the AI Features ("Output").

7.2. AI Providers; Rights to Input and Output. SchoolAI may leverage third-party artificial intelligence systems, such as OpenAI, in providing the AI Features (those entities, "Providers"). SchoolAI may use, analyze, and process Input or Output for purposes of providing the AI Features and fine tuning its models, provided however, that SchoolAI does not store, encode or otherwise incorporate any Subscriber Data or any personally identifiable data into its models and any such fine tuning is based on aggregated, de-identified data only. SchoolAI will not share Subscriber's Input or Output with any third-party except to Providers and other vendors as necessary to provide the AI Features, however, Providers are not permitted to use Subscriber's Input or Output for purposes of improving or generating their own commercial models nor are they permitted to share, sell, or otherwise distribute Subscriber's Input or Output with third-parties other than in connection with providing the AI Features to Subscriber.

7.3. Disclaimers Regarding AI. Due to the nature of the AI Features, SchoolAI does not represent or warrant that: (a) any Output does not incorporate or reflect third-party content or materials; or (b) any Output will not infringe third-party intellectual property rights. Outputs are generated through machine learning processes and are not tested, verified, endorsed or guaranteed to be accurate, complete or current by SchoolAI. Subscriber should independently review and verify all Outputs as to appropriateness for any or all use cases or applications. Subscriber is solely responsible for any Output and its reliance on or use of Output. The warranty disclaimers and limitations of damages in this Agreement apply to the AI Features. NOTWITHSTANDING ANYTHING TO THE CONTRARY IN THIS AGREEMENT, SCHOOLAI WILL HAVE NO LIABILITY TO SUBSCRIBER OR ANY THIRD-PARTY FOR DECISIONS MADE BASED ON THE OUTPUT OR OTHERWISE FROM SUBSCRIBER'S OR ANY THIRD-PARTY'S RELIANCE ON THE OUTPUT.

8. Warranties and Disclaimer

8.1. Mutual Warranties. Each Party represents and warrants to the other that: (a) this Agreement has been duly executed and delivered and constitutes a valid and binding agreement enforceable against that Party in accordance with its terms; and (b) no authorization or approval from any third-party is required in connection with that Party's execution, delivery, or performance of this Agreement.

8.2. SchoolAI Warranties. SchoolAI represents and warrants that:

8.2.1. the Product will be materially as described in the Documentation and SchoolAI will not materially decrease the overall functionality of the Product during a Subscription Term (the "Performance Warranty"); and

8.2.2. all Integration Services will be provided in a professional and workmanlike manner ("Services Warranty").

8.3. Remedies for SchoolAI Warranties. SchoolAI will use reasonable efforts to correct a verified breach of the Performance Warranty or Services Warranty reported by Subscriber. If SchoolAI fails to do so within 60 days after Subscriber's warranty report, then either Party may terminate the Order Form as relates to the non-conforming Product or Integration Service, in which case SchoolAI will refund to Subscriber any pre-paid, unused fees for the terminated portion of the Subscription Term (for the Performance Warranty) or for the non-conforming Integration Services (for the Services Warranty). To receive these remedies, Subscriber must report a breach of warranty in reasonable detail within 30 days after discovering the issue in the Product or 30 days after performance of the relevant Integration Services. The procedures in this Section 8.3 are Subscriber's exclusive remedies and SchoolAI's sole liability for breach of the Performance Warranty or Services Warranty.

8.4. Subscriber Additional Warranties. Subscriber represents and warrants to SchoolAI that: (a) it will use the Product in compliance with all applicable laws; (b) it has all necessary rights, consents, and authorizations to provide the Subscriber Data to SchoolAI, including, without limitation, any necessary consents from or on behalf of students as required under applicable law; and (c) any Subscriber Data or other content uploaded by Subscriber or its Authorized Users to the Services does not infringe the intellectual property rights of any third-party.

8.5. **Disclaimer.** EXCEPT FOR THE EXPRESS REPRESENTATIONS AND WARRANTIES STATED IN THIS SECTION 7, SCHOOLAI MAKES NO ADDITIONAL REPRESENTATION OR WARRANTY OF ANY KIND, WHETHER EXPRESS, IMPLIED (EITHER IN FACT OR BY OPERATION OF LAW), OR STATUTORY, AS TO ANY MATTER WHATSOEVER. SCHOOLAI EXPRESSLY DISCLAIMS ALL IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, QUALITY, AND ACCURACY. SCHOOLAI DOES NOT WARRANT THAT USE OF THE SERVICES OR PROFESSIONAL SERVICES WILL ACHIEVE ANY PARTICULAR RESULT OR OUTCOME FOR SUBSCRIBER. EXCEPT AS EXPRESSLY SET FORTH IN THIS AGREEMENT, SCHOOLAI DOES NOT WARRANT THAT THE SERVICES OR PROFESSIONAL SERVICES WILL BE ERROR-FREE OR THAT THE OPERATION OF THE SERVICES WILL BE SECURE OR UNINTERRUPTED. THE WARRANTIES IN THIS SECTION 7 DO NOT APPLY TO ANY THIRD-PARTY TECHNOLOGY.

8.6. **Beta Services.** Subscriber may choose to use Beta Services in its sole discretion. Notwithstanding anything to the contrary in this Agreement or otherwise: (a) Beta Services may not be supported and may be changed or terminated at any time without notice; (b) Beta Services may not be as reliable or available as the Product; (c) Beta Services have not been subjected to the same security requirements, measures, and auditing as the Product; (d) Beta Services constitute SchoolAI's Confidential Information; and (e) BETA SERVICES ARE PROVIDED "AS IS" WITHOUT ANY WARRANTY, INDEMNITY OR SUPPORT AND SCHOOLAI'S LIABILITY FOR BETA SERVICES WILL NOT EXCEED ONE HUNDRED DOLLARS (U.S. \$100).

9. Indemnification

9.1. Indemnification by SchoolAI. SchoolAI will defend Subscriber from and against any third-party claim alleging that the Product, when used by Subscriber and its Authorized Users as permitted under this Agreement and the applicable Order Form, infringes or misappropriates a third-party's U.S. patents or copyrights (each, an "**Infringement Claim**"), and will indemnify and hold harmless Subscriber against any damages and costs awarded against Subscriber (including reasonable attorneys' fees) or agreed in a settlement by SchoolAI resulting from the Infringement Claim.

9.2. Indemnification by Subscriber. Subscriber will defend SchoolAI from and against any third-party claim resulting from: (a) a breach of any material provision of this Agreement; (b) violation of any applicable law in connection with its use of the Product; or (c) any failure to obtain the necessary consents, authorizations, or legal rights when collecting Subscriber Data or sending Subscriber Data to SchoolAI, and will indemnify and hold harmless SchoolAI against any damages and costs awarded against SchoolAI (including reasonable attorneys' fees) or agreed in a settlement by Subscriber resulting from these claim.

9.3. Procedures. For purposes of this Agreement, "**Indemnified Party**" means a Party entitled to indemnification under this Section 9 and "**Indemnifying Party**" means a Party obligated to provide indemnification under this Section 9. The Indemnifying Party's obligations under this Section 9 are subject to it receiving: (a) prompt written notice of the claim; (b) the exclusive right to control and direct the investigation, defense, and settlement of the claim; and (c) all reasonably necessary cooperation of the Indemnified Party (at the Indemnifying Party's cost and expense). The Indemnifying Party may not settle any claim without the Indemnified Party's prior written consent if that settlement imposes any non-monetary obligation on the Indemnified Party. The Indemnified Party may participate in a claim with its own counsel at its own expense.

9.4. Mitigation. In response to any actual or reasonably suspected Infringement Claim, SchoolAI may at its option: (a) procure rights for Subscriber's continued use of the Products, as applicable; (b) replace or modify the allegedly infringing portion or the Products to make it non-infringing; or (c) if the foregoing options are not commercially practicable, terminate the affected Order Form and refund any applicable pre-paid, but unused fees.

9.5. Exceptions. Notwithstanding anything to the contrary, SchoolAI's obligations in this Section 9 do not apply: (a) to infringement or misappropriation resulting from Subscriber's modification of the Products or use of the Products with any technology not provided by SchoolAI; (b) to unauthorized use of the Products; (c) to any Subscriber Data; (d) to any infringement or misappropriation relating to Third-Party Technology; or (e) if Subscriber settles or makes any admissions about a claim without SchoolAI's prior written consent.

9.6. Exclusive Remedy. This Section 9 sets out Subscriber's exclusive remedy and SchoolAI's entire liability regarding infringement or misappropriation of third-party intellectual property rights by the SchoolAI Technology.

10. Confidentiality

10.1. Confidential Information. "**Confidential Information**" means any information disclosed by one Party (the "**Disclosing Party**") to the other Party (the "**Receiving Party**"), directly or indirectly, in writing, orally, or by inspection of tangible objects (including, without limitation, documents, prototypes, samples, and equipment), that is designated by the Disclosing Party as confidential or proprietary, that

reasonably appears to be confidential due to the nature of the information or circumstances of disclosure, or that is customarily considered confidential between business parties. "Confidential Information" may also include information disclosed to the Disclosing Party by third-parties. For clarity, Subscriber Data is the Confidential Information of Subscriber and Usage Data is the Confidential Information of SchoolAI.

10.2. Exclusions. The confidentiality and non-use obligations under this Section 10 will not apply to any information that: (a) was publicly known and made generally available in the public domain prior to the time of disclosure by the Disclosing Party; (b) becomes publicly known and made generally available after disclosure by the Disclosing Party to the Receiving Party through no action or inaction of the Receiving Party; (c) is already in the possession of the Receiving Party, without restriction, at the time of disclosure by the Disclosing Party; (d) is obtained by the Receiving Party from a third-party without a breach of the third-party's obligations of confidentiality; or (e) is independently developed by the Receiving Party without use of or reference to the Disclosing Party's Confidential Information.

10.3. Non-Use and Non-Disclosure. Receiving Party will not use any Confidential Information of the Disclosing Party for any purpose except to exercise its rights and perform its obligations under this Agreement. The Receiving Party will not disclose any Confidential Information of the Disclosing Party to third-parties or to Receiving Party's employees, except to those employees of the Receiving Party (and, in the case that Subscriber is the Receiving Party, its Authorized Users) with a need to know. Receiving Party will not reverse engineer, disassemble, or decompile any prototype, software or other tangible objects which embody the Disclosing Party's Confidential Information. Receiving Party may disclose the Disclosing Party's Confidential Information if required by law so long as the Receiving Party gives the Disclosing Party prompt written notice of the requirement prior to the disclosure and assistance in obtaining an order protecting the information from public disclosure.

10.4. Maintenance of Confidentiality. Receiving Party will take reasonable measures to protect the secrecy of and avoid disclosure and unauthorized use of the Confidential Information of the Disclosing Party. Without limiting the foregoing, Receiving Party will take at least those measures that it takes to protect its own similar Confidential Information (but in no event less than a reasonable degree of care) and will ensure that its employees who have access to Confidential Information of Disclosing Party have signed a non-use and non-disclosure agreement in content similar to the provisions of this Section 10 prior to any disclosure of Disclosing Party's Confidential Information to those employees.

10.5. Return of Materials. Upon the termination of this Agreement, Receiving Party will deliver to the Disclosing Party or, at the Disclosing Party's election, destroy all of the Disclosing Party's Confidential Information that it may have in its possession or control.

10.6. Remedies. Each Party acknowledges that any violation or threatened violation of this Section 10 may cause irreparable injury to the other Party, entitling the other Party to seek injunctive relief in addition to all legal remedies.

11. Limitations of Liability

11.1. Disclaimer of Consequential Damages. EXCEPT IN CONNECTION WITH: (A) SUBSCRIBER'S PAYMENT OBLIGATIONS; (B) EITHER PARTY'S BREACH OF SECTION 10 (CONFIDENTIALITY), EXCEPT FOR BREACHES RELATED TO SUBSCRIBER DATA; (C) EITHER PARTY'S INDEMNIFICATION OBLIGATIONS UNDER SECTION 9 (INDEMNIFICATION); OR (E) LIABILITIES THAT CANNOT BE LIMITED BY LAW (COLLECTIVELY,

THE "EXCLUDED CLAIMS"), NEITHER PARTY WILL HAVE ANY LIABILITY ARISING OUT OF OR RELATED TO THIS AGREEMENT FOR ANY LOSS OF USE, LOST DATA, LOST PROFITS, OR INTERRUPTION OF BUSINESS, OR ANY INDIRECT, SPECIAL, INCIDENTAL, RELIANCE, OR CONSEQUENTIAL DAMAGES OF ANY KIND EVEN IF INFORMED OF THEIR POSSIBILITY IN ADVANCE.

11.2. Monetary Cap on Direct Damages. EXCEPT FOR THE EXCLUDED CLAIMS, EACH PARTY'S ENTIRE LIABILITY ARISING OUT OF OR RELATED TO THIS AGREEMENT (INCLUDING WARRANTY CLAIMS) WILL NOT EXCEED IN AGGREGATE THE AMOUNT PAID OR PAYABLE BY SUBSCRIBER TO SCHOOLAI PURSUANT TO THIS AGREEMENT DURING THE 12 MONTHS PRIOR TO THE DATE ON WHICH THE APPLICABLE CLAIM GIVING RISE TO THE LIABILITY AROSE UNDER THIS AGREEMENT.

11.3. Independent Allocations of Risk. EACH PROVISION OF THE AGREEMENT THAT PROVIDES FOR A LIMITATION OF LIABILITY, DISCLAIMER OF WARRANTIES, OR EXCLUSION OF DAMAGES IS TO ALLOCATE THE RISKS OF THE AGREEMENT BETWEEN THE PARTIES. THIS ALLOCATION IS REFLECTED IN THE PRICING OFFERED BY SCHOOLAI TO SUBSCRIBER AND IS AN ESSENTIAL ELEMENT OF THE BASIS OF THE BARGAIN BETWEEN THE PARTIES. EACH OF THESE PROVISIONS IS SEVERABLE AND INDEPENDENT OF ALL OTHER PROVISIONS OF THE AGREEMENT AND WILL APPLY TO THE FULLEST EXTENT PERMITTED BY APPLICABLE LAW. THE LIMITATIONS IN THIS SECTION 11.3 WILL APPLY NOTWITHSTANDING THE FAILURE OF ESSENTIAL PURPOSE OF ANY LIMITED REMEDY IN THE AGREEMENT.

12. Miscellaneous

12.1. Independent Contractors. The relationship of the Parties established by this Agreement is that of independent contractors, and nothing contained in this Agreement should be construed to give either Party the power to: (a) act as an agent; or (b) direct or control the day-to-day activities of the other.

12.2. Non-Assignability. This Agreement may not be assigned by either Party without the prior written consent of the other Party, except that either Party may assign this Agreement to a successor in connection with a merger, acquisition, change of control, or sale of all or substantially all of that Party's assets or equity. Subject to the foregoing, this Agreement will be binding upon and inure to the benefit of the Parties and their successors and assigns.

12.3. Governing Law; Jurisdiction. This Agreement is governed by and construed in accordance with the laws of the State of Utah without giving effect to any choice or conflict of law provision or rule. Any disputes arising from or related to this Agreement will be instituted exclusively in the state and federal courts located in Salt Lake County, Utah, and each Party irrevocably submits to the exclusive jurisdiction of those courts in any applicable suit, action, or proceeding.

12.4. Notices. Any notice required or permitted to be given under this Agreement will be effective if it is in writing and sent by certified or registered mail, or insured courier, return receipt requested, to the appropriate Party at the address set forth in the Order Form. Either Party may change its address for receipt of notice by notice to the other Party in accordance with this Section 12.4. Notices are deemed given two business days following the date of mailing or one business day following delivery to a courier.

12.5. Subcontractors. SchoolAI is permitted to use subcontractors to perform any part of its obligations under this Agreement, but SchoolAI remains responsible for any action or inaction by those subcontractors that, if it were attributable to SchoolAI, would be a breach of this Agreement.

12.6. Force Majeure. Performance of either Party (except for Subscriber's inability to pay applicable fees) will be excused to the extent that performance is rendered impossible by strike, fire, flood, governmental acts, orders or restrictions, or any other reason where failure to perform is beyond the control and not caused by the negligence of the non-performing Party.

12.7. Export Compliance. Subscriber will comply with all relevant U.S. and foreign export and import laws in using the Products and other materials received from SchoolAI in connection with this Agreement. Subscriber: (a) represents and warrants that it is not listed on any U.S. government list of prohibited or restricted parties or located in a country that is subject to a U.S. government embargo; (b) agrees not to access or use the Products in violation of any U.S. export embargo, prohibition, or restriction, and (c) will not submit any Subscriber Data or other information to SchoolAI or the Products that is controlled under the U.S. International Traffic in Arms Regulations.

12.8. Government Rights. To the extent applicable, the Product is "commercial computer software" or a "commercial item" for purposes of FAR 12.212 for and DFARS 227.7202. Use, reproduction, release, modification, disclosure or transfer of the Product is governed solely by the terms of this Agreement, and all other use is prohibited.

12.9. Waiver and Severability. The waiver by either Party of any breach of this Agreement does not waive any other breach. The failure of any Party to insist on strict performance of any covenant or obligation under this Agreement will not be a waiver of that Party's right to demand strict compliance in the future. If any part of this Agreement is unenforceable, the remaining portions of the Agreement will remain in full force and effect.

12.10. Entire Agreement. This Agreement, including any of its exhibits, together with the Order Form, is the final and complete expression of all agreements between these Parties and supersedes all previous oral and written agreements regarding these matters. This Agreement may only be changed by a written amendment signed by both Parties.

Appendix 1 to Platform Agreement

Service Level Agreement

SchoolAI will make available the Product in accordance with the performance standards in this Appendix 1. All capitalized terms not defined in this Appendix 1, will have the meanings that are defined in the Agreement.

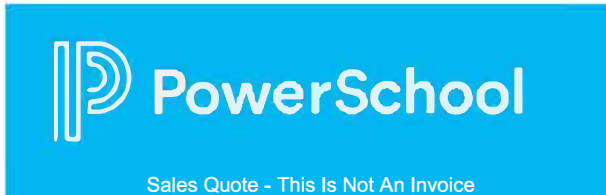
1. Availability and Credits.

a. SchoolAI will use reasonable efforts to provide the Product so that, other than as permitted in Section 1.b of this Appendix 1, the Products will be accessible 99.0% of the time in any given calendar month (the "**Uptime Guarantee**").

b. Any outages caused by or attributable to the following reasons will not count against the Uptime Guarantee: (a) scheduled maintenance performed by SchoolAI occurring during the hours of 10pm and 8am Eastern Time where written notice has been provided to Subscriber at least 3 calendar days in advance; (b) internet outages, disruptions to broadband infrastructure, utility failures, or other technical failures outside of SchoolAI's reasonable control; or (c) any failure of systems, networks, or equipment owned or controlled by Subscriber (collectively, "**Permitted Downtime**").

c. As Subscriber's exclusive remedy, and SchoolAI's sole liability, for SchoolAI failing to meet the Uptime Guarantee in any given month (where any Permitted Downtime does not count against the total availability for the Uptime Guarantee calculation), Subscriber may request and SchoolAI will then issue a service level credit calculated in increments of 5% of the Subscription Fee attributable to the month in which the failure occurred (i.e. 1/12th of the annual Subscription Fee) for each 1% the actual uptime was below the Uptime Guarantee ("**Service Credit**"). Notwithstanding anything to the contrary, any Service Credit issued will not exceed 10% of the Subscription Fee attributable to that month.

d. In order to receive a Service Credit, Subscriber must claim any Service Credit within 5 days of the end of month in which the outage occurred.



PowerSchool Group LLC
150 Parkshore Dr.
Folsom CA 95630

Quote #: Q-207588-2

Prepared By:	Rohith P	Customer Contact:	Jeri Ramos
Customer Name:	Linn Mar Community School District	Title:	Chief Technology Officer
Contract Term:	12 Months	Address:	2999 North 10th Street
Billing Frequency:	Annually	City:	Marion
Start Date:	April 22, 2026	State/Province:	Iowa
End Date:	April 21, 2027	Zip Code:	52302
Payment Terms:	Net 30	Phone #	3194473066
Pricing Vehicle:		Pricing Vehicle Contract #:	

Contract Term : April 22, 2026 to April 21, 2027

Quote Summary

License and Subscription Period(s)	License and Subscription	Total
Subscription Period 1: April 22, 2026 to April 21, 2027	USD 3,013.78	USD 3,013.78
Total Contract : April 22, 2026 to April 21, 2027	USD 3,013.78	USD 3,013.78

License and Subscription Fees

Subscription Period 1 License and Subscription Fees

Product Description	Quantity	Unit	Price
PowerSchool SIS Hosting SSL Certificate	1.00	Each	USD 595.41
PowerSchool SIS Hosting Test Bed Annual	7,063.00	Students	USD 2,418.37
Subscription Period 1 License and Subscription Fees TOTAL:			USD 3,013.78
Total License and Subscription Fees :			USD 3,013.78

Subscription Start and End Dates shall be as set forth above. On-Going PowerSchool Subscription/Maintenance and Support Fees are invoiced at the then-current rates and enrollment per existing terms of the executed agreement between Customer and PowerSchool. Any applicable sales or other tax has not been added to this quote. If this quote includes promotional pricing, such promotional pricing may not be valid for the entire duration of this quote.

All purchase orders must include the exact quote number of this quote. Customer agrees that purchase orders are for administrative purposes only and do not impact the terms or conditions of this quote or any agreement executed between the parties. Any credit provided by PowerSchool is nonrefundable and must be used within 12 months of issuance. Unused credits will expire after 12 months.

This quote incorporates any statement of work attached hereto. This quote is subject to and incorporate the terms and conditions found at www.powerschool.com/MSA_2024/.

By either (i) executing this quote or (ii) accessing the services described on this quote, Customer agrees that after the contract term end date, the subscription for such services will continue for successive twelve (12) month subscription periods on the same terms and conditions as set forth herein, subject to a standard annual price uplift and excluding any promotional pricing, unless Customer provides PowerSchool with a written notice of its intent not to renew at least sixty (60) days prior to the end of the applicable current contract term.

THE PARTIES BELOW ACKNOWLEDGE THAT THEY HAVE READ THE AGREEMENT, UNDERSTAND IT AND AGREE TO BE BOUND BY ITS TERMS.

POWERSCHOOL GROUP LLC

Linn Mar Community School District

Signature:

Signature:



Printed Name: Jon Scrimshaw

Printed Name:

Title: Chief Accounting Officer

Jeri Ramos / Katie Lowe Lancaster

Title:

Date: 24-OCT-2025

CTO / LMCSO Board President

Date:

PO Number: _____

AFFILIATION AGREEMENT
FOR
CLINICAL EXPERIENCE FOR NURSING STUDENTS

Between
The University of Iowa
and
Linn-Mar Community School District

This agreement is made and entered into this January 9, 2026, by and between The University of Iowa ("University") and Linn-Mar Community School District (Facility).

WHEREAS, the parties wish and intend by this Agreement to set forth the terms and conditions of engaging in a cooperative program for clinical education of nursing students enrolled in The University of Iowa College of Nursing.

NOW THEREFORE, in consideration of the foregoing and the mutual promises set forth herein, University and Facility agree as follows:

I. PURPOSE

University offers an educational program (hereafter "Program") to engage in a cooperative program for the clinical education of nursing students enrolled in The University of Iowa College of Nursing.

II. RESPONSIBILITIES OF UNIVERSITY

- A. University, after consultation with appropriate representatives of Facility, will plan and conduct the educational program for students' experiences, and will provide Facility with discipline-specific goals and objectives for the Program.
- B. University will provide reasonable opportunities for the staff of Facility to participate in joint planning and evaluation of student experiences and to participate in the development of student schedules.
- C. University will provide advance information to Facility concerning names of students, dates, and times to allow Facility time and opportunity to reasonably accommodate the University's Program.
- D. University will inform and explain to students of Program that during the Program at Facility, they will be under the jurisdiction of Facility officials for training purposes and will follow Facility rules to the extent that such rules relate directly to education and training in Program.
- E. University will provide students with general training on requirements related to the Health Insurance Portability and Accountability Act (HIPAA), to allow for efficient Facility-specific training of the student at the Facility. The Facility will remain responsible to certify the student has been appropriately trained in specific HIPAA requirements of the Facility.
- F. University will instruct all of its students and faculty with regard to the confidentiality of patient and Facility records, and with regard to the responsibility and authority of the medical, nursing, and administrative staff of the Facility over patient care and Facility administration.
- G. University shall provide or instruct all students to provide professional liability insurance to cover students' activities in connection with the program in the minimum amount of

\$1,000,000 per occurrence with an annual aggregate of \$3,000,000. University shall maintain documented proof of insurance and provide documentation upon request by Facility.

- H. University shall inform students that Facility requires documentation of the following prior to their clinical rotation:
 - 1. Personal Health Insurance
 - 2. Immunization and health records to include:
 - a. MMR
 - b. Varicella
 - c. Hepatitis B and positive titer
 - d. Tetanus within past 10 years
 - e. Two-Step TB Test or QuantiFERON Gold Test upon admittance into nursing program
 - f. Health screening
 - g. Influenza vaccine
 - 3. Current CPR Professional Certificate
 - 4. Current licensure, if applicable
- I. University conducts criminal background and abuse registry checks on all students upon their admission to the University's nursing program. University agrees to evaluate any criminal acts or convictions following University policy to determine a student's suitability for the practice of the nursing profession and clinical placements prior to student's participation in clinical rotations.
- J. University will provide instruction for the students in the particular area of universal precautions for prevention of blood and bloodborne pathogens and body infections in accordance with applicable Center for Disease Control (CDC) Guidelines.
- K. University will maintain documentation of the students' instruction in the universal precautions for prevention of blood and bloodborne pathogens and body infections as part of the educational records and reports relating to the educational program at the Facility.
- L. University will determine the course of action when a student is determined unacceptable for the Program by University or Facility. University will withdraw a Student from the Program at Facility if, after consultation with Facility in accord with Paragraph III.E, University determines such action to be warranted. University will provide Facility written notification of such withdrawal.

III. RESPONSIBILITIES OF FACILITY

- A. Facility will provide a suitable environment for learning experiences for University Students which are planned, organized, and administered by qualified staff in conjunction with designated University personnel, in accordance with mutually agreed upon educational objectives and guidelines.
- B. Facility will provide or arrange for emergency treatment in the event of accident or illness to Students associated with their learning experience while at the Facility for the Program, such care to be provided at the Students' expense.
- C. Facility will provide the facilities, equipment, and supplies which are necessary to achieve the educational objectives of the Program and which may be required by federal and/or state law and regulations.

- D. The Facility will provide nursing students and faculty with whatever physical or medical examinations may be required by the Facility as a condition of participation in the educational program at no cost to the participant.
- E. Facility reserves the right, exercisable in its discretion after consultation with University in accord with Paragraph II.L, to exclude any student from its premises in the event that such student's conduct or state of health is deemed objectionable or detrimental to the proper administration of Facility, subject to the non-discrimination provisions of Paragraph VI. To assist University in its due process obligations to student excluded or withdrawn from Program, Facility agrees to provide a written statement of the reason or reasons for the withdrawal or exclusion.
- F. Facility acknowledges that many student educational records are protected by the Family Educational Rights and Privacy Act ("FERPA"), and that student permission must be obtained before releasing specific student data to anyone other than University. University agrees to provide guidance to Facility with respect to complying with FERPA.
- G. Facility agrees to encourage appropriate research projects in clinical research and research in nursing care delivery. The College of Nursing agrees to provide professional advice and administrative consultation for members of the Facility staff regarding research projects.

IV. TERM AND TERMINATION

- A. The term of this Agreement will be for three (3) years from the Effective Date of this agreement. This Agreement may be renewed by mutual written consent of the Parties for an unlimited number of additional three (3) year terms. The Parties shall conduct an annual review of all aspects of the partnership, including student experience, patient and client services, regulatory updates, and contractual terms. The review may be conducted in person, via online or teleconference, or through email exchange, and must be documented in writing.
- B. This Agreement may be terminated for any reason by either party upon sixty (60) days' written notice. Should notice of termination be given, students participating under the terms of the Agreement at the time of such termination notice shall be given the opportunity to complete the requirements of the program as offered at the time of their entry and in compliance with the conditions contained in this Agreement.
- C. Notice of termination to the Facility shall be directed to:

Megan Brunscheen
Associate Director of Student Services
Linn-Mar School District
3556 Winslow Road
Marion, IA 52302

- D. Notice of termination to the University shall be directed to:

Sandra Daack-Hirsch
Executive Associate Dean
The University of Iowa
College of Nursing
Iowa City, IA 52242
319-335-7012
sandra-daack-hirsch@uiowa.edu

V. LIABILITY

- A. Facility agrees to indemnify, defend, and hold University, its employees and agents, harmless from any and all claims arising from patient care provided or supervised by Facility. Facility shall have in place professional and general liability coverage for its obligations hereunder in the minimum amount of \$1,000,000 per occurrence with an annual aggregate of \$3,000,000 and shall provide a Certificate of Insurance upon request of the University.
- B. University agrees to be responsible for any and all claims or damages directly resulting from the negligent acts or omissions of University or its employees or agents to the extent permitted by Iowa Code, Chapter 669 (Iowa Tort Claims Act).
- C. University or Students shall obtain professional liability insurance to cover Students' activities in connection with the program in the minimum amount of \$1,000,000 per occurrence with an annual aggregate of \$3,000,000. Upon request, a certificate of insurance will be sent to the Facility to demonstrate that such coverage is in effect throughout the term of this Agreement.

VI. NON-DISCRIMINATION

Each party shall be separately responsible for compliance with all anti-discrimination laws which may be applicable to their respective activities under this Program. Neither party will discriminate against any student in the Program on the basis of race, creed, color, religion, national origin, age, sex, pregnancy (including childbirth and related conditions), disability, genetic information, status as a U.S. veteran, service in the U.S. military, sexual orientation, or associational preference.

VII. CONSIDERATION

- A. Under the terms of this Agreement, neither party is obligated to make any payments of any kind to the other party.
- B. Services rendered by students covered by this Agreement are considered to be educational in nature, and, therefore, no monetary compensation shall be paid to students by Facility, or patients thereof.

VIII. INDEPENDENT CONTRACTORS

- A. Nothing in the execution or performance of this Agreement shall be construed to establish an employer-employee, an agency, a partnership or a joint venture relationship among the University, the Facility and the students.
- B. Students and faculty of University shall act as independent contractors, with no claim under this Agreement against Facility for employee benefits, workers' compensation coverage, or payment of taxes.

IX. GOVERNING LAW

This Agreement shall be governed by and construed under the laws of the State of Iowa, which shall be the forum for any disputes arising hereunder.

X. ENTIRE AGREEMENT

This Agreement constitutes the entire understanding between the parties with respect to the subject matter hereof, and supersedes any and all prior understandings and agreements, oral or written, relating hereto. Any amendment hereof must be made in writing and agreed to by all parties.

IN WITNESS WHEREOF, the authorized representatives of the parties hereto have executed this Agreement.

THE UNIVERSITY OF IOWA

FACILITY

By: David W. Kieft
Its: University Business Manager

By: Katie Lowe Lancaster
Its: School Board President

Date: _____

Date: _____

Accredited by:

Date of Last Review:

APPENDIX A
Linn-Mar Community School District
INTERAGENCY AGREEMENT

This Interagency Agreement (the "Agreement") is made by and between the Linn-Mar Community School District (hereafter "LMCSD" or "District"), 3556 Winslow Road, Marion, Iowa, 52302, and (hereafter "Partner Organization"), further identified below.

Name: Hand In Hand Early Care & Education Center

Address: 3524 35th Avenue

City, State, Zip: Marion, IA 52302

Phone: (319) 373-3630

Pursuant to this Agreement, the Partner Organization shall provide a Before/After School Wrap Daycare for Preschool for the District. The parties agree that this Agreement will be performed in accordance with the following conditions:

GENERAL CONDITIONS

Expected Outcome: All students will have access to a safe and enriching out-of-school program designed to support their access in school and development as productive members of the community. The Before/After School Wrap Daycare for Preschool will align their program goals to be similar or compatible with goals and objectives of the District. Nothing in this Agreement shall be construed as creating any responsibility on the District to oversee, supervise, or in any manner direct the Partner Organization in this endeavor.

Scope of Work and Schedule: The Partner Organization shall provide before and after school and wrap daycare for preschool at the following District school building(s):

- Linn Grove Elementary School at 2301 50th St., Marion, IA 52302 (the "Facility").
- Echo Hill Elementary School at 400 Echo Hill Rd., Marion, IA 52302 (the "Facility").

I. The District Building Administrator(s) or Their Designee will Carry Out the Following Activities to Support the Partner Organization:

A. Communication

1. Meet bi-monthly with the Wrap Daycare for Preschool Director;
2. Publish in student handbooks, parent newsletters, staff communications, and other publications a notice that the District has an agreement with the Partner Organization to provide before and after wrap daycare for preschool;
3. Communicate changes in District policies and practices which will have an impact on the operation of the program (e.g., changes in attendance areas, bell schedule, etc.), to the Wrap Daycare for Preschool Director; and
4. Ensure that the program space is reserved in the District's facilities use database.

B. Provision of Space

1. Provide and maintain dedicated space within the Facility, including restrooms

and entrances, that complies with Iowa Department of Human Services (“DHS”) licensing requirements. Any DHS citations regarding space issues, if any, are to be addressed by the building administrator or their designee. This Agreement serves as the facilities use approval for the Partner Organization;

2. Playground areas may be available for the program but must be coordinated with the building administrator or designee in advance. The Partner Organization is responsible for supervision of all outdoor areas used by the Partner Organization, its employees, agents, and invitees;
3. Provide at least two weeks’ notice to the Wrap Daycare for Preschool Director if dedicated space within the Facility is not available during program hours, allowing the Director sufficient time to make necessary adjustments to ensure the program remains operational;
4. Provide keys or access cards for access to the Facility, shall be provided for designated representatives of Partner Organization. The Partner Organization shall ensure that the Facility is locked and secured as needed. Keys or access cards for access to the Facility must be returned to the District at the termination of this Agreement; and
5. The District may enter the dedicated space within the Facility without the prior approval of Partner Organization during the term of this Agreement, so long as such entry does not unreasonably interfere with Partner Organization’s use. The District may enter the dedicated space within the Facility at any time for emergencies.

C. Collaboration

1. Include the Director in building professional development opportunities as appropriate (i.e., PBIS, behavior de-escalation, ALICE training); and
2. Refer students and families to the program.

II. District Administration will Carry Out the Following Activities to Support the Partner Organization:

A. Provide Professional Development

1. Adult and Pediatric CPR and First Aid Training annually to WRAP Care staff;
2. Relevant District policies, including confidentiality, to ensure compliance with Family Educational Rights and Privacy Act (“FERPA”), annually to the Preschool WRAP Care Director; and
3. Facilitate one meeting a year with the Partner Organization to support best practice and exchange information.

B. Administrative Support

1. Process background checks for volunteers;
2. Include WRAP Care staff in communications to families regarding late start, early release, and school cancellations; and
3. Maintain and update program information and links on the District website.

III. Manage Interagency Agreement

Partner Organization Will Carry Out the Following:

A. Management

1. Will provide before and after school preschool daycare as agreed upon by the parties. Hours of operation and program schedule, including non-school days, will be posted on the program's website and communicated with the building administrator;
2. Employ a Director who is to be assigned to the program to handle all operational matters;
3. Secure and maintain a license from DHS to provide before and after preschool WRAP care and comply with all statutes, laws, ordinances, and codes applicable thereto;
4. Employ adequately trained and sufficient staff for the number of children accommodated in the childcare program. The Partner Organization shall be solely responsible for the quality of the childcare program and the certification of its employees;
5. Coordinate all staffing, supplies, student enrollments, and other aspects of the preschool WRAP care operations. Operational expenses are the sole responsibility of the Partner Organization;
6. Comply with guidelines established by the United States Department of Agriculture (USDA) regarding healthy snacks;
7. Establish waitlist guidelines for families, ensuring prioritization as needed; and
8. By October 1st of each year, each Preschool WRAP Care Director will submit to the District's Chief Financial Officer the documents listed below. These may be transmitted as digital files using a single document with the three files attached or via paper copy. Please provide the name of the organization and contact information for the person sending this documentation.
 - a. The most recent fiscal year-end financial statement for each program site;
 - b. The most recent copy of the Partner Organization's IRS 990 (long form preferred); and
 - c. A current copy of the Partner Organization's certificate of insurance. If the policy expires during the agreement period, please provide an updated certificate at that time.

B. Communication and Collaboration

1. The Preschool WRAP Care Director will collaborate with the building administrator on the schedule and hours of operation;
2. The Preschool WRAP Care Director will meet every bi-monthly with the building administrator or their designee;
3. The Preschool WRAP Care Director will participate in FERPA training annually;
4. The Preschool WRAP Care Director will participate in training annually on relevant district policies, including confidentiality, to ensure compliance with FERPA;
5. The Partner Organization will secure from all parents a signed release of information to exchange information with the District regarding the students in the program;
6. Provide a list of staff to the building administrator of all Partner Organization staff and update as new staff are hired. Program staff will wear identification to identify themselves as Preschool WRAP Care staff; and
7. Maintain a program website which includes the Partner Organization's parent handbook, non-discrimination policies, grievance procedures, DHS complaint contact information and contact information for the Partner Organization's supervisor.

C. Accessibility

1. Establish a process for priority enrollment to serve students in need, (e.g., homelessness, foster care, etc.) determined by a District-approved formula. The formula for priority enrollments will be reviewed annually by the parties;
2. Pursuant to the Americans with Disabilities Act (ADA), a child with disability is entitled to an equal opportunity to participate in before and after school preschool daycare programs. The program will make all reasonable accommodations in policies, practices, or procedures to accommodate children with disabilities, unless accommodations would pose an undue burden or fundamentally alter the nature of the program. If the program is unable to provide accommodations for a child with a disability, a meeting must be scheduled with the building principal, or their designee, and the District's Executive Director of Student Services before a decision is made to ensure demonstration of an undue burden or a fundamental alteration to the program has been met;
3. Collaborate with the District on grant applications and/or other resource development activities to increase accessibility of the program;
4. Refer families to potential sources of funding for the program, either through State Child Care Assistance or other grants;
5. Assist parents in the application process for State Child Care Assistance;
6. Waive school-year registration and activity fees for families on free and reduced lunch (which can be disclosed to the Partner Organization by the family);
7. By October 1st and May 31st of each year, provide to the District's Executive Director of Student Services a report with the number of students served in the program, demographic information: race, ethnicity, gender, disability, and the number of students receiving State Child Care Assistance, or other grants;
8. By October 1st and May 31st of each year, provide to the District's Executive Director of Student Services, a report of the demographic information for the students denied, suspended, or expelled from the program; and
9. A student previously denied, suspended, or expelled from the program will be considered for re-entry on an annual basis.

D. Compliance with District Policies, Federal, State, and Local Laws

1. The Partner Organization agrees to follow all applicable District policies;
2. The Partner Organization shall comply with applicable federal, state, and local laws and regulations specifically including, but not limited to, prohibitions on alcohol use and smoking in the building and on the grounds of the building pursuant to the Iowa Code Chapter 142D and restrictions on sex offenders pursuant to Iowa Code Chapter 692A; and
3. The Partner Organization shall not use, nor permit the use of, the Facility for any purpose which would adversely affect the value or character of the Facility or cause the Facility to lose exempt status for tax purposes.

IV. Allowable Costs and Payment

- A.** The Partner Organization shall be responsible for providing the services described in this Agreement to students of the District whose families desire such services from Partner Organization. The Partner Organization may establish a fee for the cost of participation. The fee will be established based on staffing costs and other expenses;

- B.** Payment of fees established for participation in the Preschool WRAP Care Program shall be the responsibility of the families. The District shall make no financial payments to Partner Organization in connection with the services provided under this Agreement and the Partner Organization shall make no claim against the District for any such payments;
- C.** The Partner Organization will make all reasonable efforts to make the Preschool WRAP Care Program accessible for all families. The Partner Organization will be responsible for accessing State Child Care Assistance, grant funding or other funding to support families who have limited ability to pay; and
- D.** Pursuant to Board Policy 1004.1-R, the District will not assess any fees to the Partner Organization, as the programming is intended to benefit the District and its students.

V. Maintenance

- A.** The District shall be responsible for routine maintenance, snow removal, and lawn care of the Facility as part of its normal operation of the building;
- B.** The Partner Organization shall be responsible for day-to-day aspects of operation of the dedicated space within the Facility during the term of use of the Agreement by the Partner Organization;
- C.** The Partner Organization shall make no alterations, additions, or improvements to the dedicated space within the Facility without the prior written approval of the District. The parties agree that the Partner Organization shall be responsible for all costs associated with any alterations, additions, or improvements made by Partner Organization. Any such alterations, additions, or improvements permitted hereunder to be made by the Partner Organization shall be solely in furtherance of the use of the dedicated space within the Facility for the purpose for which the dedicated space within the Facility is used and shall become the property of the District, unless otherwise agreed by the parties; and
- D.** The Partner Organization agrees to accept the dedicated space within the Facility in its present condition and configuration. The Partner Organization shall act as a reasonably prudent person to keep the dedicated space within the Facility clean and free and clear of all obstructions and nuisances in a reasonable and proper manner. The Partner Organization shall not permit the dedicated space within the Facility to be damaged or depreciated in value by any negligence or other act or omission of the Partner Organization or its directors, officers, employees, agents, representatives, invitees, or visitors, and the Partner Organization agrees to be responsible for any such damages.

VI. Background Checks

- A.** The Partner Organization shall be responsible for conducting background checks on all employees, contractors, and other paid personnel provided by the Partner Organization under this Agreement. The background checks will be conducted in accordance with DHS licensing regulations and will include criminal records screening through the Iowa Department of Criminal Investigation, DHS's child

abuse registry, and the Iowa Sex Offender Registry;

- B. All volunteers shall be required by the Partner Organization to participate in the District's background check process. The Partner Organization shall complete and submit the District background check form for each volunteer to District in accordance with the timelines set by the District. The background checks will be conducted by the District in accordance with its usual procedures and standards for volunteers; and
- C. The Partner Organization agrees that violation of the requirements regarding background checks can result in immediate termination of this Agreement by the District following review of the violation by the District with the Partner Organization.

VII. Insurance

- A. The Partner Organization shall carry, at all times, and maintain in full force and effect, at its sole expense, General Liability, Professional Liability, and Sexual & Physical Abuse Liability insurance in the minimum amount of one million dollars (\$1,000,000) per occurrence, and the aggregate of two million dollars (\$2,000,000). An umbrella policy of one million dollars (\$1,000,000). If transportation is provided by the Partner Organization an auto liability policy shall also be provided;
- B. The Partner Organization shall carry Workers Compensation insurance on its employees in amounts required by law. All such insurance shall be carried with an insurance company with an A.M. Best rating of A- or higher; and
- C. The District shall be named as an additional insured on the General Liability policy. The Partner Organization shall provide proof of such insurance annually to the District by October 1st of each year and upon renewal of the Partner Organization's insurance policy.

VIII. Confidentiality

- A. The Partner Organization shall secure a Consent to Release and Exchange of Information from all parents of children participating in the program. The Partner Organization will be provided with confidential information concerning the District and its students only as necessary for the reasonable operation of the program and only to the extent permitted by applicable law. The Partner Organization and the District agree to treat as confidential all information provided by and relating to any of its students. The Partner Organization and the District shall use the confidential information solely for the purposes stated under this Agreement and shall ensure that no individual, other than those who have the need for said information in the performance of job duties called for under this Agreement, shall have access to said information;
- B. The Partner Organization and the District agree not to disclose or share said information with any other individual or organization, including, but not limited to, other staff or board members at the Partner Organization not associated with the specific Preschool WRAP Care Program, unless an appropriate release of

information has been signed by the student's parent or legal guardian;

- C. The Partner Organization and the District agree to comply with all applicable confidentiality laws relating to this Agreement, including, but not limited to, FERPA, 20 USC 1232g and corresponding regulations at 34 CFR Part 99; and
- D. The Partner Organization and the District agree that violation of this provision can result in immediate termination of this Agreement following review of the violation by both parties, and/or that the District, at its sole discretion, may require the Partner Organization immediately reassign any Partner Organization employee that violates this section to an assignment/position that is not associated with the District.

IX. Indemnification

- A. The Partner Organization shall defend, indemnify, save, and hold harmless the District, and its directors, officers, employees, and agents, from and against any and all claims, liabilities, court awards, judgments, damages, losses, costs, and expenses (including reasonable attorney's fees) incurred as a result of any acts or omissions of the Partner Organization in the performance of this Agreement, except to the extent resulting from gross negligent acts or omissions on the part of the District; and
- B. All insurance policies covering the Partner Organization's Preschool WRAP Care Program shall include the District as an additional insured and shall include a Governmental Immunities Endorsement which does not waive any of the defenses of governmental immunity available to the District under Section 670.4 of the Code of Iowa, as it now exists and as it may be amended from time to time.

X. Status of Parties

- A. Nothing in this Agreement is intended to create, or will be deemed or construed to create any relationship between the parties other than that of independent entities contracting with each other solely for the purpose of effecting the provisions of this Agreement. No joint venture, partnership, employment, or organization relationship exists between the District and the Partner Organization as a result of this Agreement, and neither party, nor any of their respective agents, employees, subcontractors, or representatives, will be construed to be the agent, employee, subcontractor, or representative of the other. Neither party has the authority to create any obligations for the other, or to bind the other to any representation, statement, or document; and
- B. The Partner Organization shall in all instances be considered the employer of the personnel providing the services under this Agreement and shall be responsible for all obligations in connection with this employer-employee relationship, including but not limited to payment of wages and benefits, and the provision of requisite insurance, including, but not limited to, workers' compensation insurance.

XI. Attorney's Fees

In the event that it shall become necessary for either party to institute legal proceedings against the other party for recovery of any amounts due and owing under the Agreement, it is expressly agreed that the prevailing party in any such action shall be entitled to recover from the non-prevailing party all costs related to such collection, including reasonable attorney fees and all expert witness fees incurred during pre-suit collection attempts, suit, and post judgment, appeal, or settlement collection. The obligations in this section shall survive expiration or termination of this Agreement.

XII. Entire Agreement; Severability

This Agreement constitutes a complete understanding of the parties with respect to the subject matter herein and supersedes, replaces, and merges all prior understandings, promises, representations, and agreements, written or oral, relating thereto. If any provision of this Agreement is held by a court of competent jurisdiction to be invalid or unenforceable, then such provision shall be modified to the extent necessary to be valid and enforceable, and all other provisions of this Agreement shall remain in full force and effect.

XIII. Notice

Any notice required or permitted by this Agreement will be deemed to be delivered, and thus effective, when personally received, or received by the United States mail, postage prepaid, certified mail return receipt requested, or receipt is refused, addressed to the party at the addresses set forth on the first page of this Agreement, with attention to the District's Executive Director of Student Services and at the Partner Organization.

XIV. State Law and Jurisdiction

To the extent not preempted by federal law, this Agreement shall be construed in all respects under the laws of the State of Iowa. The parties agree that any litigation arising between them related to this Agreement shall be initiated and maintained in Linn County, Iowa.

XV. Assignability

The Partner Organization's obligations under this Agreement may not be assigned, or delegated, or transferred in any manner, without the express written consent of the District.

XVI. Miscellaneous

The parties hereto have executed this Agreement as of the dates shown next to their signatures below. The Partner Organization and the District acknowledge that each of them has carefully read this Agreement, that each of them has had the opportunity to consult an attorney and/or certified public accountant to have any questions concerning this Agreement explained to them, and that each of them understands its final and binding effect, that the only promises made to the Partner Organization and the District to sign this Agreement are those stated in this Agreement and that the Partner Organization and the District are each signing this Agreement voluntarily.

XVII. Term

The term of this Agreement shall be for the period commencing July 1, 2025, and continuing until terminated as follows. Either party may terminate this Agreement at any time by providing the other party with at least ninety (90) days prior written notification of termination. It is the intent of the parties that the Preschool WRAP Care Program shall be continued for subsequent school years unless and until terminated by either party.

XVIII. Counterparts: Binding

This Agreement may be executed in one or more counterparts, each of which shall be deemed to be an original, but all of which together shall constitute the same instrument. This Agreement is binding upon and shall inure to the benefit of the parties and their respective successors and permitted assigns.

Approved and Agreed:

District:

Colleen Fangman, Linn Grove Principal

Date:

Signature:

CJ McDonald, Echo Hill Principal

Date:

Signature:

Anne Faber, Exec Director of Student Services

Date:

Signature:

Katie Lowe Lancaster, Board President

Date:

Signature:

Partner Organization:

Preschool WRAP Care Director

Date:

Signature:

Preschool WRAP Care Director

Date:

Signature:

Partner Organization:

Title:

Date:

Signature:

Independent Contractor Agreement



Please provide all information requested and sign page two.

WHEREAS, Linn-Mar Community School District ("District"), a school corporation, intends to contract with Paulette Milewski of Connected Solutions, LLC, Independent Contractor ("IC"), for the performance of certain services,

THEREFORE, IN CONSIDERATION OF THE MUTUAL PROMISES AND REPRESENTATIONS SET FORTH HEREIN, THE PARTIES AGREE AS FOLLOWS:

1. **SERVICES TO BE PERFORMED:** Communications Workshop
2. **GROUP/DEPARTMENT WORKING WITH:** Venture School
3. **AMOUNT OF PAYMENT:** \$175⁰⁰

Total fees for services performed under this agreement will be paid by the district within 30 days after receipt of invoice from the IC upon completion of all services on 1/14/26, which is the date of completion. An invoice for services should be sent to: Linn-Mar Community School District, Attn: Accounts Payable, 3556 Winslow Rd, Marion, IA 52302.

4. **INDEPENDENT CONTRACTOR RELATIONSHIP:** The parties intend that this independent contractor agreement create an IC relationship between them. The district is interested only in the end results achieved by the services of the IC and that they conform to the requirements specified in this agreement. The manner of achieving these results and the right to exercise control or direction as to the details, means, and methods by which the services are completed is the responsibility of the IC. The IC is not an agent or employee of the district for any purpose. Neither party shall be considered to be an agent, master, or servant of the other party for any purpose whatsoever and neither has any authority to enter into any contract, assume any obligations, or make any warranties or representations on behalf of the other. The district is not responsible for deducting from payments to the IC any amounts for taxes, insurance, or other similar items relating to the IC. Accordingly, the IC shall be responsible for payment of all taxes arising out of the IC's activities in accordance with this independent contractor agreement, including by way of illustration but not limitation: federal and state income tax, social security tax (FICA), unemployment insurance taxes (FUTA), and any other taxes or business license fees, as required. The IC shall further assume exclusive responsibility for the filing of all tax returns due in connection with all amounts paid to the IC under the terms of this independent contractor agreement.
5. **PAYROLL OR EMPLOYMENT TAXES:** No payroll or employment taxes of any kind shall be withheld or paid with respect to payments to the IC. The payroll or employment taxes that are subject to this paragraph include but are not limited to: FICA (social security tax), FUTA (federal unemployment tax), federal income tax, state income tax, and state unemployment insurance tax.
6. **FRINGE BENEFITS:** The IC is not eligible for and shall not participate in any employee pension, health, disability, or other fringe benefit plan of the district.

- This agreement is signed and dated this 7th day of January, 2026.

Title: Owner

Title: School Board President

Revised 1.30.25



Order Form

Parties:	Qualtrics LLC 333 W River Park Drive, Provo, UT, 84604 United States ("Qualtrics")	Linn-Mar Community School District IA 2999 10TH St Marion IA 52302 United States ("Customer")
Effective Date:	The date signed by the last party to sign.	
Governing Document:	This Order Form is subject to the Qualtrics General Terms and Conditions at https://www.qualtrics.com/legal/customers/gtcs/ (the " Agreement "). All capitalized terms used but not defined herein have the meanings given to them in the Agreement. If there is a conflict between the terms of the Agreement and this Order Form, this Order Form will control.	
Additional Terms:		
Customer Information:		
Regional Data Center:		Will Customer send a purchase order (" PO ")?:* Will the PO apply to the entire Subscription Term: No PO#:
Email Address for Invoice Submission:	kchristian@linnmar.k12.ia.us	Billing Address to Reference on Invoice: Attn: Linn-Mar Community School District 3556 Winslow Rd Marion, IA 52302-8978 United States
Shipping Address:	Attn: Linn-Mar Community School District 3556 Winslow Rd Marion, IA 52302-8978 United States	
*If Customer requires a PO to process the invoice related to this Order Form, Customer will provide the PO with this Order Form or through the Customer Success Hub or customer intake survey within five days after the effective date hereof. Customer's failure or delay in providing a PO will not affect the payment terms herein.		

Qualtrics	Customer
By (signature):	By (signature):
Name:	Name: Katie Lowe Lancaster
Title:	Title: Board President
Date:	Date:
Qualtrics Primary Contact:	Customer Primary Contact:
Name: Chase Dunford	Name: Karla Christian
Phone:	Phone: (319) 447-3036
Email: cdunford@qualtrics.com	Email: kchristian@linnmar.k12.ia.us

Subscription Term and Fees Exhibit

Subscription Term

Initial Term	
Start date:	First date of the initial period in the fees table below
End date:	Last date of the final period in the fees table below
Term in months:	12

Renewal Terms <i>(not applicable to pilots or proofs of concept)</i>	
Type of renewal at the end of the initial term and each renewal term:	Automatic Renewal
Advance notice required to not renew or to request modification prior to the end of initial term or applicable renewal term:	90 days
Length of each renewal term in months:	12
Price increase at each renewal term for same Cloud Services:	5%

Fees for Initial Term

Period	Services	Price	Estimated Invoice Date	Payment Terms from Invoice	License Configuration
14-Jan-2026 TO 13-Jan-2027	Cloud Professional	\$30,000.00 \$0.00	Effective Date	Net 30	Q-253212
Total		USD \$30,000.00			

Prices shown do not include applicable taxes, which will be included on the invoice.

Excess Use

Any use of the Cloud Service that exceeds the Usage Metrics and volumes set forth herein will incur additional fees from the date the excess use began, based on Qualtrics' prices as of that date. Qualtrics will invoice Customer for such excess use on or about the end of the then-current calendar month, and Customer will pay the invoiced amount in accordance with the applicable payment terms above.

Cloud Service Exhibit

YEAR 1
Q-253212

CLOUD SERVICE

XM for Employee Experience - People Lifecycle Employees : 1,200

XM for Employee Experience - People Engage Employees : 1,200

The Cloud Services purchased are subject to the Definitions and Product Terms located at: <https://www.qualtrics.com/legal/customers/product-terms>

Qualtrics permits Customer to process a limited number of characters (as defined at <https://www.qualtrics.com/support/survey-platform/data-and-analysis-module/data/translate-text-responses>) through its translation functionality per subscription year ("**Translation Limit**") at no charge. Qualtrics, at its discretion, reserves the right to strictly enforce this limit.

Service Level Exhibit

Service Levels

1. **Availability; Downtime.** Qualtrics will ensure that the Cloud Service has an availability level of 99.93%, excluding when the Cloud Service is unavailable due to (a) required system maintenance as determined by Qualtrics for which Qualtrics provides at least five days' advance notice to Customer; and (b) causes outside of the reasonable control of Qualtrics that could not have been avoided by its exercise of due care ("**Availability**"). "**Downtime**" means time during which the Cloud Service has no Availability.
2. **Fee Credits.** Customer will receive a fee credit ("**Fee Credit**") for Downtime upon request based on the following formula: Fee Credit = fee credit percentage set forth below * (1/12 then-current annual fees paid for the Cloud Service affected by Downtime). All times listed below are per calendar month.
 1. If Downtime is 30 minutes (=99.93%) or less, no fee credit percentage applies.
 2. If Downtime is from 31 to 120 minutes, the fee credit percentage is 5%.
 3. If Downtime is from 121 to 240 minutes, the fee credit percentage is 7.5%.
 4. If Downtime is 241 minutes or greater, the fee credit percentage is 10.0%.

01/06/2026

Exhibit 1006.7

Statement of Work:

Organization

Linn Mar Community School District
3556 Winslow Road
Marion, IA 52302
<https://www.linnmar.k12.ia.us/>

Contact:

Karla Christian
Chief Officer of Human Resources
kchristian@linnmar.k12.ia.us
(319) 447-3000

Overview: Cooperative Educational Service Agency (CESA) 6, is a service provider for K-12 organizations throughout the United States. CESA 6 is a proud member of the Qualtrics Partner Network, a network of service agencies providing implementation and consulting services to Qualtrics user organizations that are customized to the client's needs.

Profile: You can view our departmental & consultant [profile here](#), and our list of typical implementation [projects here](#).

What A Partnership with CESA 6 Looks Like

Qualtrics Technical Expertise		
Our team has applied experience using and training on the following Qualtrics systems:		
<ul style="list-style-type: none"> • Surveys • Dashboards 	<ul style="list-style-type: none"> • Workflows • Ticketing 	<ul style="list-style-type: none"> • Stats IQ & Text IQ • XM Directory
K-12 Expertise		
Our team of consultants has decades of experience in K-12 education, having served as teachers, principals, assessment coordinators, district-level administrators, and assistant superintendents. Our team is up to date on current educational research and can help maximize your use of Qualtrics by aligning seamlessly with the K-12 space. In addition to technical expertise, working with our team also provides assistance with the following areas:		
Design Consultation	Data Analysis & Reporting	Evidence-Based Action
Our consultants will listen to understand your implementation needs, and provide advice on how to streamline the project to maximize value.	Our consultants will assist with the analysis and reporting of implementation data, including recommendations for visualizations and comparisons that reach beyond the most common.	Our consultants will help apply the data to continuous improvement actions, through advice on how to turn your implementation project into a data system rather than a data event.

Statement of Work (SoW): The below statement of work covers Qualtrics implementation services for Linn Mar Community School District.

Project Scope: CESA 6 consultants will provide up to **20 HOURS** of direct and indirect training and development support related to the implementation of the Qualtrics platform. Implementation will include the following areas:

Implementation Project: CESA 6 consultants will meet with the initial implementation user team to identify projects that may be used to facilitate platform training. Projects may include:

- EX Engagement Survey & Dashboard
- EX Lifecycle Survey(s) & Dashboard(s)
 - EX Lifecycle includes onboarding and exit surveys

Technical Training: Technical training will be provided on the platform through the agreed-upon projects. CESA 6 consultants will demo key platform features during regularly scheduled implementation sessions, and then allow users to apply their learning in the creation of Qualtrics use case projects.

All training and projects must be completed within **20 HOURS**.

Data analysis and professional coaching

- CESA 6 consultants will analyze staff survey data to uncover trends, strengths, and areas for improvement across the employee experience.
- CESA 6 will provide district leadership with a comprehensive analysis and facilitate up to **four hours** of virtual coaching sessions focused on strategic next steps to enhance staff engagement, retention, and organizational culture.

Planned development sessions will occur virtually. Any in-person training requested by the client will be at the expense of the client and is not included in the above amounts.

CESA 6 consultant support will continue until the agreed-upon hours have expired **OR** on June 30th, **2026**, whichever comes first.

Please note that CESA 6 consultants will **not** be available to support between Friday at 5:00 PM CST and Monday at 7:00 AM CST. Qualtrics technical support should be utilized during these times.

Client Responsibilities: The Client will be responsible for providing the consultant with access to the Qualtrics system, the collection and sharing of needed data files, scheduling and attending agreed-upon training sessions with the consultant, and the application of learning through agreed-upon projects. Failure to provide access to the Qualtrics system, to share data files by the agreed upon deadline, or missing agreed upon training sessions will result in a delay in the project completion.

If needed, the client shall be responsible for the programming and configuration of their Student Information System (SIS) and Human Resources Information System (HRIS) to facilitate data exports. This includes, but is not limited to:

1. One-Time Exports: The Client will ensure that all necessary data is exported from the SIS and HRIS in a format compatible with Qualtrics for one-time imports.
2. Automated Exports: The Client will configure and maintain automated data exports from the SIS and HRIS to an SFTP server, ensuring that the data is transferred securely and in the required format.

The Client acknowledges that any delays or issues arising from the programming and configuration of these systems are their responsibility and may impact the overall project timeline.

Any data received that requires reconfiguration or updates may result in additional charges to the project.

The client will also be responsible for internal testing of training projects to ensure functionality.

Any deviations from the above scope may result in the need for additional contracted hours.

****Cost:** For delivery of the above services, the client will agree to pay the following:

Implementation Services: \$7,200

**The cost includes direct support hours as well as offline consultant preparation time, design time, and tech support on behalf of the client. Total hours will be tracked by the consultant and provided to the client when requested.

Josh Borzick

Qualtrics Consultant (CESA 6)

2300 WI-44, Oshkosh, WI 54904

920-236-0509

jborzick@cesa6.org

Client: Linn-Mar Community Schools

Name: Katie Lowe Lancaster

Title: Board President

Signature: _____

Date: _____

**Scenario Learning, LLC Order Form
Schedule A****Date:** Wednesday, December 17, 2025**Client Information**

Client Name: Linn Mar Community School District	
Address: 3556 Winslow Rd Marion, IA 52302	
Primary Contact Name: Karla Christian	Primary Contact Phone: 13194473036

Agreement Term

Effective Date: 07/01/2026	Initial Term: 12 months
-----------------------------------	--------------------------------

Invoicing Contact Information (Please fill in missing information)

Billing Contact Name: Accounts Payable		
Billing Address: 3556 Winslow Rd Marion, Iowa 52302		Billing Phone: (319) 447-3000 Billing Email: ap@linnmar.k12.ia.us
PO#:	Billing Frequency: Annual	Payment Terms: Net 30

Annual Fee(s)

Product Code	Product	Description	Minimum Annual Commitment	Price	Sub Total
SLSS-SCP	Vector Training, Safety and Compliance Plus-Annual Subscription	IA Consortium Pricing	930	\$12.89	\$11,987.70
SLSST	Vector Training, Employee Safety and Compliance Library	Vector Training, K-12 Edition - Employee Safety and Compliance Library - Annual Subscription	930	\$0.00	\$0.00
SLIII	Vector Training, Inclusive Instruction and Intervention Full Course Library	Vector Training, Inclusive Instruction and Intervention Full Course Library - Annual Subscription	930	\$0.00	\$0.00
SLFML	Facilities Maintenance Library	Vector LMS and Training - Facilities Maintenance Library - Annual Subscription	930	\$0.00	\$0.00
K12-USCAH_SC+B	Vector Training, K-12 Edition, U.S. Council for Athletes' Health, Essentials Bundle - Annual Subscription	K-12 USCAH - Essentials Bundle - Annual Subscription	930	\$0.00	\$0.00
SLSSTCB	Vector Training, K-12 Edition Cybersecurity-Staff	Vector Training, K-12 Edition Cybersecurity-Staff	930	\$0.00	\$0.00
SLSS-PSC	Vector Training, Positive School Climate Library – Annual Subscription		930	\$0.00	\$0.00

Annual Total: \$11,987.70

One-Time Fee(s)

Product Code	Product	Description	Qty	Price	Sub Total
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One-Time Total: \$0.00

Total (including Annual and One-Time): \$11,987.70

Order Form Terms and Conditions.

1. Additional Named Users added after the Effective Date (e.g., Named Users above the Minimum Annual Commitment) will be invoiced at the per Named User rate stated in the Order Form, on a prorated basis determined by the date such Users are added during the contract year. Such Additional Named Users shall be invoiced at the contracted per Named User fee for subsequent contract years during the Term.
2. Fees during the Initial Term shall be increased by 5.0% per contract year.
3. All undisputed invoices are due and payable Net 30 days after invoice date ("Due Date"). Any fees unpaid for more than 10 days past the Due Date shall bear interest at 1.5% per month or the highest applicable rate permitted by law.
4. **AUTOMATIC RENEWAL. UNLESS OTHERWISE AGREED OR WHERE PROHIBITED BY APPLICABLE LAW OR REGULATION, UPON EXPIRATION OF THE ABOVE INITIAL TERM, THIS AGREEMENT WILL RENEW FOR A RENEWAL TERM EQUAL TO THE INITIAL TERM AT VECTOR SOLUTIONS' THEN**

CURRENT FEES, UNLESS NOTICE IS GIVEN BY EITHER PARTY OF ITS INTENT TO TERMINATE THE AGREEMENT AT LEAST SIXTY (60) DAYS PRIOR TO THE SCHEDULED TERMINATION DATE.

Additional Terms and Conditions

1. This Order Form is governed by the Master Software as a Service Agreement at <https://www.vectorsolutions.com/master-software-as-a-service-agreement/> (the "Governing Contract"). Capitalized terms not otherwise defined in this Order Form have the meanings assigned to them in the Governing Contract.
2. To the extent any term(s) of the Governing Contract and this Order Form conflict, the term(s) of this Order Form will supercede the conflicting term(s) of the Governing Contract.
3. This Order Form will become effective when signed by both Parties. Unless both Parties sign this Order Form, the pricing and terms offered in this Order Form expire on the Offer Expiration Date stated above.
4. This Order Form and the pricing terms herein are specific to You and shall be considered Our Confidential Information. To the extent shared with any permitted third parties pursuant to the confidentiality terms between the Parties, such third party shall be bound by terms that prohibit their use of the information for any purpose beyond providing services to You, including restricting their use of the information in any aggregated or anonymized format.
5. IF YOU ARE LOCATED OUTSIDE THE UNITED STATES, Your data, including Your and Your End Users' personally-identifiable data, will be exported to the United States to enable us to administer, operate and process the Services.

To proceed, please sign this Order Form

Signatures

Each undersigned hereby represents that he/she is an authorized representative of the respective Party, and is authorized to commit the respective Party to all terms and conditions in this Order Form, and each undersigned acknowledges that the Parties rely on such representation in their agreements set forth in this Order Form.

Scenario Learning, LLC d/b/a Vector Solutions
4890 W. Kennedy Blvd., Suite 300
Tampa, FL 33609

Linn Mar Community School District
3556 Winslow Rd
Marion, IA 52302

By: _____

By: _____

Printed Name: Justin Moore

Printed Name: Katie Lowe Lancaster

Title: Director of Sales

Title: School Board President

Date: _____

Date: _____



Excursions and Trips Request Form

Code 603.3-R2

Date Request Received by CFO/COO: 1/6/26

A written request for overnight excursions/trips must be submitted to the Chief Financial/Operating Officer not less than four weeks prior to the proposed excursion/trip and prior to any travel arrangements being finalized.

Overnight excursions/trips require prior approval of the building administrator, the superintendent or designee, and the Board of Directors. In authorizing excursions/trips, the building principal shall consider the financial condition of the school district, the educational benefit of the activity, the inherent risks or dangers of the activity, and other factors deemed relevant by the superintendent including the participation of the membership of the regular activity group. Students who have graduated may not participate in school sponsored excursions/trips unless the event is sanctioned by the state athletic associations.

The request will include:

- ✓ Rationale for the excursion/trip including the purpose and objectives
- ✓ Clarification if request is dependent upon pre-qualifying for event
- ✓ Detailed plans for student supervision
- ✓ Proposed itinerary
- ✓ Cost and source of funding
- ✓ Number of student participants
- ✓ Copy of required participation paperwork

1. Within three weeks of the completion of the excursion/trip the sponsor shall submit a written summary of the event to the building principal.
2. The building will be responsible for obtaining a substitute teacher if one is needed.
3. Students eligible for a fee waiver will be covered through contingency/discretionary funds as appropriate.

Excursion/Trip Criteria: The following checklist **must be** signed and submitted to the Chief Financial/Operating Officer with required documentation not less than four weeks prior to the proposed excursion/trip and prior to any travel arrangements being finalized:

Group: Varsity Poms
(Examples: Robotics, FBLA, etc.)

Submitted by: Sami Cruise
(Name)

Criteria		Description	Provided
Purpose	Required	Purpose of excursion/trip is clearly defined and ". . . is a vital part of the curriculum or current activity." Reference Board Policy 603.3.	
Pre-Planning	Required	Evidence of pre-planning that will maximize the learning experiences of students on this excursion/trip. (Dates, location, number of student participants, plan for supervision, proposed itinerary, hotel, cost/budget source, required participation paperwork, clarification if request is dependent upon pre-qualifying for an event, etc.)	
Follow-Up	Required	Evidence of planning for follow-up in order to maximize the learning experiences of students on this excursion/trip.	
Assessment	Required	Evidence that students will be required to demonstrate their understanding of the learning expected from this experience.	
Funding	Required	Source of funding has been determined that meets Department of Education and district guidelines. Reference Board Policy 603.3.	
Common Experience	Recommended	This excursion/trip is a common experience that all students at this grade level or activity group should have.	
Multi-disciplinary	Recommended	This excursion/trip addresses more than one curricular area and offers the opportunity for curriculum integration.	
Building Principal Approval		<u>Joseph M. Just</u>	Date <u>1-5-26</u>
Chief Financial/Operating Officer Approval		<u>[Signature]</u>	Date <u>1/6/26</u>
Board of Directors Approval			Date

Sami Cruise
Head Poms Coach
1/5/26

To whom it may concern:

The varsity pom team from Linn-Mar High School will be traveling to Orlando, FL to compete in the National Dance Team Competition on February 6th-8th, 2026. We will travel to Orlando, FL on Wednesday, February 4th at 7:00am and compete on February 6th-8th. We will stay at two Airbnb's at the Storey Lake Resort in Kissimmee, Florida – both with coach supervision. We will return on Tuesday, February 10th at 3:00pm. We will be taking the varsity roster (21 athletes) and 3 coaches.

Supervision

*We will have 3 high school pom coaches on this trip to help with supervision.

Itinerary

February 4, 2026

*Flight departs CID at 7:19am. Connection in CLT. Arrive to MCO at 2:43pm. Two rental vans will be driven by coaches to transport the team to the rental houses. Team dinner and practice.

February 5, 2026

*Wakeup and eat breakfast at the house, go to practice at ESPN Wide World of Sports and Dance Mania dance studio. Dinner at the house.

February 6, 2026

*Compete in Large Pom DI and Large Jazz DI preliminary round.

February 7, 2026

*Compete in Large Pom DI and Large Jazz DI semi-final round.

February 8, 2026

*Compete in Large Pom DI and Large Jazz DI final round.

February 9, 2026

*Pack luggage up and clean houses, Celebration at Disney World Resorts, Team dinner

February 10, 2026

*Flight departs MCO at 7:48am. Connection in ORD. Arrive to CID at 3:02pm.

Team made aware that school on February 11th is REQUIRED!!!

Cost

*The cost of the flights, housing, and competition registration are applied to coaches accounts and paid for by fundraisers and remaining expenses are paid by families. All meals are organized and paid for by families.

Number of students

*21 varsity athletes

*3 coaches

Purpose of the trip

*Compete for a national championship against other schools across the nation. Arriving with enough time to practice and get acclimated to the area before competition starts on Friday morning.

Date Request Received by CFO/COO: 1/5/26

A written request for overnight excursions/trips must be submitted to the Chief Financial/Operating Officer **NOT LESS THAN FOUR WEEKS PRIOR TO THE PROPOSED EXCURSION/TRIP AND PRIOR TO ANY TRAVEL ARRANGEMENTS BEING FINALIZED.**

Overnight excursions/trips require prior approval of the building administrator, the superintendent [or designee], and the school board. In authorizing excursions/trips, the building principal will consider the financial condition of the school district, the educational benefit of the activity, the inherent risks or dangers of the activity, and other factors deemed relevant by the superintendent including the participation of the membership of the regular activity group. Students who have graduated may not participate in school sponsored excursions/trips unless the event is sanctioned by the state athletic associations.

THE REQUEST WILL INCLUDE:

- Rationale for the excursion/trip including the purpose and objectives
 - Clarification if request is dependent upon pre-qualifying for event
 - Detailed plans for student supervision
 - Proposed itinerary
 - Cost and source of funding
 - Number of student participants
 - Copy of required participation paperwork
- Within three weeks of the completion of the excursion/trip the sponsor will submit a written summary of the event to the building principal.
 - The building will be responsible for obtaining a substitute teacher if one is needed.
 - Students eligible for a fee waiver will be covered through contingency/discretionary funds as appropriate.

EXCURSION/TRIP CRITERIA: The following checklist **MUST BE** signed and submitted to the Chief Financial/Operating Officer with required documentation **NOT LESS THAN 4 WEEKS PRIOR TO** the proposed excursion/trip and prior to any travel arrangements being finalized:

Group: Model United Nations Submitted by: Hank Gehls
(Examples: Robotics, FBLA, etc.) (Name)

Criteria		Description	Provided
Purpose	Required	Purpose of excursion/trip is clearly defined and "... is a vital part of the curriculum or current activity." <i>Reference Board Policy 603.3.</i>	✓
Pre-Planning	Required	Evidence of pre-planning that will maximize the learning experiences of students on this excursion/trip. (Dates, location, number of student participants, plan for supervision, proposed itinerary, hotel, cost/budget source, required participation paperwork, clarification if request is dependent upon pre-qualifying for an event, etc.)	✓
Follow-Up	Required	Evidence of planning for follow-up in order to maximize the learning experiences of students on this excursion/trip.	✓
Assessment	Required	Evidence that students will be required to demonstrate their understanding of the learning expected from this experience.	✓
Funding	Required	Source of funding has been determined that meets Department of Education and district guidelines. <i>Reference Board Policy 603.3.</i>	✓
Common Experience	<i>Recommended</i>	This excursion/trip is a common experience that all students at this grade level or activity group should have.	✓
Multi-disciplinary	<i>Recommended</i>	This excursion/trip addresses more than one curricular area and offers the opportunity for curriculum integration.	✓
Building Principal Approval	<u>Zach Maff</u>		Date <u>12/19/25</u>
Chief Financial/Operating Officer Approval	<u>Hank Gehls</u>		Date <u>1/5/26</u>
Board of Directors Approval			Date

Linn-Mar Model UN February 24, 25, 26 @ Muscatine Future Leaders Model UN Summit

- Purpose:** Students will be attending the Muscatine Future Leaders Summit. Seventeen Linn-Mar students will be attending along with students from across the state as well as 100 students from China,
- Pre-Planning:** For this year's conference Linn-Mar will be representing Japan and Denmark. Students will be calculating the positions of their assigned countries and will represent those at the conference by offering debate on topics from the position of their country. Those topics and committees are in an attached document. In an effort to have students understand the positions of their country, they will write position papers about their topics that correlate to the positions held by their country.
- Follow-Up:** Students will debrief the activity at our weekly Model UN meeting discussing the survey that is addressed in the Assessment portion of this document.
- Assessment:** See attached survey.
- Funding:** As we could only take a limited number of students, costs for this conference will be paid by the students themselves. Parents were made aware of the requirement for financial obligation prior to students signing up for this conference. All meals and conference fees are being paid by the Stanley Foundation in Muscatine. The only cost incurred by students will be for hotel rooms. Lodging will be at the Best Western in Muscatine Iowa, located at 305 Cleveland Street Muscatine Iowa.
- Cost \$103.04 per room for 8 Rooms x 2 nights= 86.77 per participant**
- Common Experience:** The overall benefit of this activity is to involve the students in working to find solutions to global problems. In doing so, the students experience the activity through the lens of another country while working together with students from all over the state of Iowa and China.
- Multi-Disciplinary:** This activity has incorporated not only social studies content but also utilization of writing a position paper as well as debate skills. Students will also develop an understanding of parliamentary procedure. As part of this activity, students will also have a cultural exchange with 100 students from China.
- Transportation:** Acquired through the Linn-Mar Transportation Department.

Itinerary:

Conference Schedule

The schedule is subject to change. A finalized schedule will be provided at conference registration. The conference will be held at the Merrill Hotel, 119 W. Mississippi Drive, Muscatine, Iowa, USA.

Tuesday, February 24, 2026

- 5:00 - 6:00 PM** Registration
- 6:00 - 7:00 PM** Opening Ceremony & Dinner
- 7:00 - 8:00 PM** Training and School-led Activities
- 8:10-9:30 PM** Committee Introductions and Practice
- 10:30 PM** Curfew

Wednesday, February 25, 2026

- 8:45-9:45 AM** Breakfast
- 10:00-12:00 AM** Committee Session I
- 12:10-12:30 PM** School-led Activities
- 12:30-1:20 PM** Lunch
- 1:20-1:50 PM** School-Led Activity
- 2:00-5:30 PM** Committee Session II (includes 30-minute break)
- 5:40-6:00 PM** School-Led Activity
 - Dinner with Keynote Speaker Dina Buchbinder Auron
 - Dina Buchbinder is the Founder and President of Education for Sharing (E4S), an international nonprofit that cultivates global citizenship through the power of play.
- 7:30-7:50 PM** School-Led Activity - Mississippi Ballroom, 6th floor
- 8:00-9:30 PM** Committee Session III
- 10:30 PM** Curfew

Thursday, February 26, 2026

- 9:15-10:45 AM** Friendship Activity — Breakfast & Bowling at Rose Bowl
- 11:15 AM-3:00 PM** Committee Session IV
- 12:30-1:30 PM** Rotating Lunch by committee
- 3:10-4:00 PM** Closing Ceremony

Accommodations: Hampton Inn: Muscatine, Iowa

Student Name: _____

Nation Represented: _____

Committee: _____

Topic: _____

Number of Amendments Proposed:
Number of Amendments Passed:
Nations that you caucused with:
Number of times you participated in Debate:
Reflect on your success as a delegate at the conference:



Excursions and Trips Request Form

Exhibit 1007.3

Code 603.3-R2

Date Request Received by CFO/COO: 1/7/26

A written request for overnight excursions/trips must be submitted to the Chief Financial/Operating Officer not less than four weeks prior to the proposed excursion/trip and prior to any travel arrangements being finalized.

Overnight excursions/trips require prior approval of the building administrator, the superintendent or designee, and the Board of Directors. In authorizing excursions/trips, the building principal shall consider the financial condition of the school district, the educational benefit of the activity, the inherent risks or dangers of the activity, and other factors deemed relevant by the superintendent including the participation of the membership of the regular activity group. Students who have graduated may not participate in school sponsored excursions/trips unless the event is sanctioned by the state athletic associations.

The request will include:

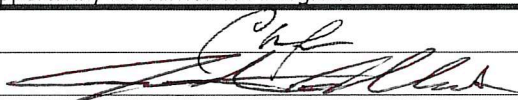

- ✓ Rationale for the excursion/trip including the purpose and objectives
- ✓ Clarification if request is dependent upon pre-qualifying for event
- ✓ Detailed plans for student supervision
- ✓ Proposed itinerary
- ✓ Cost and source of funding
- ✓ Number of student participants
- ✓ Copy of required participation paperwork

1. Within three weeks of the completion of the excursion/trip the sponsor shall submit a written summary of the event to the building principal.
2. The building will be responsible for obtaining a substitute teacher if one is needed.
3. Students eligible for a fee waiver will be covered through contingency/discretionary funds as appropriate.

Excursion/Trip Criteria: The following checklist **must be** signed and submitted to the Chief Financial/Operating Officer with required documentation not less than four weeks prior to the proposed excursion/trip and prior to any travel arrangements being finalized:

Group: LINN-MAR BASEBALL
(Examples: Robotics, FBLA, etc.)

Submitted by: Kyle RODENKIRK
(Name)

Criteria		Description	Provided
Purpose	Required	Purpose of excursion/trip is clearly defined and ". . . is a vital part of the curriculum or current activity." Reference Board Policy 603.3.	
Pre-Planning	Required	Evidence of pre-planning that will maximize the learning experiences of students on this excursion/trip. (Dates, location, number of student participants, plan for supervision, proposed itinerary, hotel, cost/budget source, required participation paperwork, clarification if request is dependent upon pre-qualifying for an event, etc.)	
Follow-Up	Required	Evidence of planning for follow-up in order to maximize the learning experiences of students on this excursion/trip.	
Assessment	Required	Evidence that students will be required to demonstrate their understanding of the learning expected from this experience.	
Funding	Required	Source of funding has been determined that meets Department of Education and district guidelines. Reference Board Policy 603.3.	
Common Experience	Recommended	This excursion/trip is a common experience that all students at this grade level or activity group should have.	
Multi-disciplinary	Recommended	This excursion/trip addresses more than one curricular area and offers the opportunity for curriculum integration.	
Building Principal Approval			Date <u>1/7/26</u>
Chief Financial/Operating Officer Approval			Date <u>1/7/26</u>
Board of Directors Approval			Date

Kyle Rodenkirk
Head Baseball Coach
1/7/2026

To whom it may concern:

The varsity baseball team from Linn-Mar High School will be playing a varsity game against North Polk high school on Tuesday June 16th, 2026. After the game, we will then be spending the night at a hotel in West Des Moines, IA. On Wednesday morning June 17th, 2026 we will be traveling to the College World Series in Omaha, NE for the 1pm game. After the game we will be traveling back to Oak Ridge middle school in Marion, IA. We will be taking the varsity roster (24 players), and seniors playing on the JV team, and 8 coaches.

Supervision

*We will have 8 high school baseball coaches on this trip to help with supervision on this trip.

Itinerary

June 16, 2026

*Charter bus picks up the team at 1:30pm from Oak Ridge June 16th and drive to North Polk baseball field for a 6pm game. At the conclusion of the game, we will bus to the hotel in West Des Moines, IA. The players will sleep 4 to a room with a curfew time and bed check performed by the coaches.

June 17, 2026

*Wakeup and eat breakfast at the hotel, check out and depart to Omaha, NE for the 1pm CWS game. Load the bus at 4pm to head back to Oak Ridge middle school. We will stop to grab food quick in Des Moines, IA on our way home.

Cost

*We will be paying for this out of our fundraising account. We do not want any player to pay for this. They will only bring money if they want to purchase excess food or memorabilia. The coaches will be paying for their own personal tickets to the CWS game.

Number of students

*24 varsity players

*JV seniors (Could be up to 10)

*8 high school coaches

Purpose of the trip

*Team bonding as well as creating lifelong memories for our varsity players attending a college world series baseball game.



11/7/20

Exhibit 1008.1

Fundraising Request Form

Code: 1005.4-E1

Forms should be submitted to the Business Office per the following deadlines

Request Form Due	Board Approval Date	Fundraiser Start Date
First day of school for fundraisers occurring from October 1 st thru December 31 st	First meeting in September	Fundraisers should NOT start until the day immediately following board approval
Last day of school before Thanksgiving break for fundraisers occurring from January 1 st thru March 31 st	December meeting	
By February 15 th for fundraisers occurring from April 1 st thru May 31 st	March meeting	
By April 15 th for fundraisers occurring from June 1 st thru September 30 th	First meeting in May	

REMINDERS: All groups are required to submit a request for each fundraiser to the Business Office specifying how all funds raised will be spent. A Fundraising Project Summary (Refer to Policy 1005.4-E2) is due six weeks after the fundraiser ends. Proceeds should be spent during the year funds are raised.

Building Name: HIGH SCHOOL Sponsoring Group: BASEBALL
Contact Name: Kyle Rodenkirk Contact Phone: 319-329-3031
Contact Email: Kyle.rodenkirk@linnmar.k12.ia.us District Account Code: 21.0109.1900.920.6731-001790 ✓

Description of Fundraising Activity (All information is required for the request to be considered)

Fundraising Activity: Leading Edge Discount Cards
Activity Start/End Dates: END April - Early May 2020 Estimated Proceeds: \$10,000
Purpose/Use of Funds Raised (Must be specific): We use these funds to pay for our volunteer coaches and to update equipment and pay for practice equipment.

Administrator Approval:

I approve that this request is necessary to provide funds for the purposes described above.

Building Administrator's Signature: [Signature] Date: 11/7/20

Business Office and Board Review/Approval:

Business Office Review/Approval: [Signature] Date: 11/7/20

Board Review/Approval: _____ Date: _____

Summary Due Date: _____

Revised: 6/22; 7/22



Fundraising Request Form

Forms should be submitted to the Business Office per the following deadlines

Request Form Due	Board Approval Date	Fundraiser Start Date
First day of school for fundraisers occurring from October 1 st thru December 31 st	First meeting in September	Fundraisers should NOT start until the day immediately following board approval
Last day of school before Thanksgiving break for fundraisers occurring from January 1 st thru March 31 st	December meeting	
By February 15 th for fundraisers occurring from April 1 st thru May 31 st	March meeting	
By April 15 th for fundraisers occurring from June 1 st thru September 30 th	First meeting in May	

REMINDERS: All groups are required to submit a request for each fundraiser to the Business Office specifying how all funds raised will be spent. A Fundraising Project Summary (Refer to Policy 1005.4-E2) is due six weeks after the fundraiser ends. Proceeds should be spent during the year funds are raised.

Building Name: HIGH SCHOOL Sponsoring Group: BASEBALL
 Contact Name: Kyle RODENKIRK Contact Phone: 319-329-3031
 Contact Email: Kyle.Rodenkirk@linnmar.k12.iowa.us District Account Code: 21.0109.1900.920.6731 001790

Description of Fundraising Activity (All information is required for the request to be considered)

Fundraising Activity: Youth Camp
 Activity Start/End Dates: June 23, 2026 (1 day camp) Estimated Proceeds: \$2,000
 Purpose/Use of Funds Raised (Must be specific):
We will use this money to partially fund a new pitching machine that costs \$4,000.

Administrator Approval:

I approve that this request is necessary to provide funds for the purposes described above.

Building Administrator's Signature: [Signature] Date: 1/7/26

Business Office and Board Review/Approval:

Business Office Review/Approval: [Signature] Date: 1/7/26

Board Review/Approval: _____ Date: _____

Summary Due Date: _____

School Finance Report

November 30, 2024

42% of the School Year Complete

	Current Budget	Beginning Fund Balance	Y-T-D Revenue	Exp This Mon	Exp. Last Month	Exp Y-T-D	% Exp (Budget)		Balance (Budget)	Balance (Revenues)	Balance (Fund)
1) Instructional (1000-1999)	\$71,955,000			\$5,419,451	\$5,502,913	\$17,944,113	24.9%		\$54,010,887		
2) Support Services(2000-2999)	\$34,849,700			\$2,698,376	\$2,610,671	\$12,264,660	35.2%		\$22,585,040		
3) Non-Instructional(3000-3999)	\$5,207,500			\$503,964	\$447,626	\$1,341,231	25.8%		\$3,866,269		
4) Other Expenditures((4000-6100)	\$28,110,865			\$1,159,063	\$4,298,616	\$11,800,123	42.0%		\$16,310,742		
5) Interfund Transfers (000910)	\$8,820,274			\$621,472	\$621,472	\$3,807,360	43.2%		\$5,012,914		
Total	\$148,943,339			\$10,402,325	\$13,481,298	\$47,157,486	31.7%		\$101,785,853		
Operating Fund-10	\$102,500,000	\$7,108,796	\$38,529,581	\$8,167,370	\$8,057,701	\$28,582,409	27.9%		73,917,591	9,947,171	17,055,967
Activity-21	\$1,100,000	\$1,004,117	\$436,453	\$95,970	\$99,293	\$453,864	41.3%		646,136	(17,411)	986,707
Management-22	\$2,800,000	\$2,014,469	\$1,280,601	\$24,998	\$6,199	\$2,757,584	98.5%		42,416	(1,476,983)	537,487
PERL-24	\$248,000	\$37,667	\$201,501	\$13,653	\$3,752	\$57,602	23.2%		190,398	143,899	181,566
SAVE-33	\$13,562,000	\$19,890,609	\$4,552,261	\$1,440,608	\$2,490,796	\$8,332,529	61.4%		5,229,471	(3,780,268)	16,110,342
Other Capital Projects-31, 32, 35	\$4,116,000	\$6,493,636	\$136,442	\$54,834	\$845,053	\$3,000,384	72.9%		1,115,616	(2,863,942)	3,629,694
PPEL-36	\$4,931,663	\$6,280,709	\$2,557,140	\$82,567	\$438,533	\$1,523,603	30.9%		3,408,060	1,033,537	7,314,245
Debt Service-40	\$15,125,676	\$542,598	\$2,826,500	\$11,798	\$1,081,800	\$1,094,198	7.2%		14,031,479	1,732,303	2,274,901
Nutrition-61	\$4,100,000	\$3,184,707	\$1,280,030	\$471,837	\$413,548	\$1,172,812	28.6%		2,927,188	107,218	3,291,925
Aquatic Center-65	\$410,000	\$276,646	\$100,800	\$32,914	\$29,633	\$157,131	38.3%		252,869	(56,331)	220,315
Student Store-68	\$50,000	\$33,225	\$23,365	\$5,776	\$14,991	\$25,371	50.7%		24,629	(2,006)	31,219
Total	\$148,943,339	\$46,867,180	\$51,924,673	\$10,402,325	\$13,481,298	\$47,157,486	31.7%		101,785,853	4,767,187	51,634,367

Linn-Mar Community School District

Cash Balances

Fiscal Year: 2024-2025

Date Range: 07/01/2024 - 11/30/2024

Account Number	Title	Beginning Balance	Increases Debits	Decreases Credits	Cash Balance
10.0000.0000.000.0000.101000	CASH IN BANK	0.00	250.00	250.00	0.00
10.0000.0000.000.0000.111001	ISJIT-General Fund	13,410,150.20	13,143,745.59	13,460,920.42	13,092,975.37
10.0001.0000.000.0000.101000	CASH IN BANK	21,500.12	60,554,086.52	60,063,556.27	512,030.37
10.0002.0000.000.0000.101000	CASH IN BANK	5,201.98	17.45	0.00	5,219.43
10.0005.0000.000.0000.101000	CASH IN BANK	0.00	50.00	50.00	0.00
21.0000.0000.000.0000.111001	ISJIT - Student Activity	924,741.34	943,567.49	924,741.34	943,567.49
21.0001.0000.000.0000.101000	CASH IN BANK	0.00	63,530.45	63,530.45	0.00
21.0002.0000.000.0000.101000	CASH IN BANK	72,326.35	2,145,978.37	1,915,420.94	302,883.78
21.0004.0000.000.0000.101000	CASH IN BANK	0.00	3,942.81	3,942.81	0.00
22.0000.0000.000.0000.111001	ISJIT - Management	770,617.78	251,286.37	771,366.46	250,537.69
22.0006.0000.000.0000.101000	CASH IN BANK	1,133,619.80	2,884,460.03	3,731,130.77	286,949.06
24.0001.0000.000.0000.101000	CASH IN BANK	0.00	18,602.70	18,602.70	0.00
24.0003.0000.000.0000.101000	CASH IN BANK	191,997.32	202,189.15	201,771.54	192,414.93
33.0003.0000.000.0000.101000	CASH IN BANK	5,331,284.43	9,347,739.06	8,990,565.99	5,688,457.50
35.0003.0000.000.0000.101000	CASH IN BANK	611,705.91	4,721,725.63	5,336,346.79	(2,915.25)
36.0003.0000.000.0000.101000	CASH IN BANK	6,764,579.40	2,572,915.38	2,001,473.78	7,336,021.00
40.0003.0000.000.0000.101000	CASH IN BANK	532,204.24	5,944,853.53	1,094,797.50	5,382,260.27
61.0000.0000.000.0000.111001	ISJIT - Nutrition	2,568,726.02	52,295.34	0.00	2,621,021.36
61.0001.0000.000.0000.101000	CASH IN BANK	0.00	665,888.06	665,888.06	0.00
61.0004.0000.000.0000.101000	CASH IN BANK	646,462.70	1,138,925.44	1,203,568.53	581,819.61
65.0001.0000.000.0000.101000	CASH IN BANK	0.00	204,705.52	204,705.52	0.00
65.0002.0000.000.0000.101000	CASH IN BANK	402,746.45	112,342.88	228,761.95	286,327.38
65.0004.0000.000.0000.101000	CASH IN BANK	0.00	17,048.07	17,048.07	0.00
68.0002.0000.000.0000.101000	CASH IN BANK	30,350.76	23,587.42	25,593.42	28,344.76
		33,418,214.80	105,013,733.26	100,924,033.31	37,507,914.75

End of Report

School Finance Report

November 30, 2025

42% of the School Year Complete

	Current Budget	Beginning Fund Balance	Y-T-D Revenue	Exp This Mon	Exp. Last Month	Exp Y-T-D	% Exp (Budget)		Balance (Budget)	Balance (Revenues)	Balance (Fund)
1) Instructional (1000-1999)	\$74,303,000			\$5,842,119	\$5,761,858	\$18,305,553	24.6%		\$55,997,447		
2) Support Services(2000-2999)	\$36,190,000			\$2,481,336	\$2,723,705	\$13,167,366	36.4%		\$23,022,635		
3) Non-Instructional(3000-3999)	\$4,815,000			\$452,240	\$456,299	\$1,322,004	27.5%		\$3,492,996		
4) Other Expenditures((4000-6000)	\$27,130,695			\$3,606,334	\$1,452,920	\$9,300,072	34.3%		\$17,830,623		
5) Interfund Transfers (000910)	\$6,400,000			\$683,039	\$683,039	\$3,415,195	53.4%		\$2,984,805		
Total	\$148,838,695			\$13,065,067	\$11,077,821	\$45,510,190	30.6%		\$103,328,505		
Operating Fund-10	\$107,120,000	\$10,186,140	\$38,807,140	\$8,410,035	\$8,483,257	\$28,576,315	26.7%		78,543,685	10,230,826	20,416,966
Activity-21	\$1,300,000	\$100,716	\$452,262	\$55,610	\$92,547	\$383,231	29.5%		916,769	69,030	169,746
Management-22	\$2,500,000	\$1,753,557	\$1,428,936	\$9,437	\$5,226	\$2,232,427	89.3%		267,573	(803,491)	950,066
PERL-24	\$350,000	\$289,990	\$191,327	\$186,172	\$7,788	\$403,015	115.1%		(53,015)	(211,689)	78,301
SAVE-33	\$12,000,000	\$13,885,463	\$3,832,390	\$3,808,359	\$916,437	\$9,948,415	82.9%		2,051,585	(6,116,026)	7,769,438
Other Capital Projects-31, 32, 35	\$200,000	\$2,896,916	\$43,525	\$0	\$0	\$0	0.0%		200,000	43,525	2,940,441
PPEL-36	\$6,000,000	\$5,707,531	\$2,549,029	\$133,516	\$108,760	\$1,617,221	27.0%		4,382,779	931,808	6,639,339
Debt Service-40	\$14,500,000	\$721,121	\$2,581,494	\$0	\$999,450	\$1,000,650	6.9%		13,499,350	1,580,844	2,301,965
Nutrition-61	\$4,371,195	\$2,538,301	\$861,399	\$433,887	\$416,390	\$1,147,780	26.3%		3,223,415	(286,381)	2,251,920
Aquatic Center-65	\$450,000	\$246,154	\$116,094	\$25,782	\$33,647	\$170,979	38.0%		279,021	(54,885)	191,269
Student Store-68	\$47,500	\$32,601	\$30,613	\$2,269	\$14,317	\$30,157	63.5%		17,343	456	33,057
Total	\$148,838,695	\$38,358,491	\$50,894,209	\$13,065,067	\$11,077,821	\$45,510,190	30.6%		103,328,505	5,384,019	43,742,509

Linn-Mar Community School District

Cash Balances

Fiscal Year: 2025-2026

Date Range: 07/01/2025 - 11/30/2025

Account Number	Title	Beginning Balance	Increases Debits	Decreases Credits	Cash Balance
10.0000.0000.000.0000.101000	CASH IN BANK	0.00	2,357.37	2,357.37	0.00
10.0000.0000.000.0000.111001	ISJIT-General Fund	4,454,026.03	67,543.63	1,200,000.00	3,321,569.66
10.0001.0000.000.0000.101000	CASH IN BANK	867.41	66,511,198.47	64,925,489.38	1,586,576.50
10.0002.0000.000.0000.101000	CASH IN BANK	5,220.91	0.39	1,060.86	4,160.44
10.0004.0000.000.0000.101000	CASH IN BANK	0.00	42.00	42.00	0.00
21.0000.0000.000.0000.111001	ISJIT - Student Activity	1,006,634.90	285,598.20	100,000.00	1,192,233.10
21.0001.0000.000.0000.101000	CASH IN BANK	0.00	101,644.22	101,644.22	0.00
21.0002.0000.000.0000.101000	CASH IN BANK	3,685.24	2,160,302.90	2,297,133.48	(133,145.34)
21.0004.0000.000.0000.101000	CASH IN BANK	0.00	25,591.89	25,591.89	0.00
22.0000.0000.000.0000.111001	ISJIT - Management	4,158.77	903,329.96	4,158.77	903,329.96
22.0006.0000.000.0000.101000	CASH IN BANK	1,751,700.82	1,945,974.92	3,650,939.47	46,736.27
24.0001.0000.000.0000.101000	CASH IN BANK	0.00	19,193.58	19,193.58	0.00
24.0003.0000.000.0000.101000	CASH IN BANK	301,991.17	192,603.38	415,162.67	79,431.88
33.0003.0000.000.0000.101000	CASH IN BANK	6,980,044.61	13,465,152.36	15,298,197.98	5,146,998.99
35.0003.0000.000.0000.101000	CASH IN BANK	894,901.61	2,376,310.63	2,671,301.10	599,911.14
36.0003.0000.000.0000.101000	CASH IN BANK	6,181,951.16	3,155,529.77	2,574,100.44	6,763,380.49
40.0003.0000.000.0000.101000	CASH IN BANK	702,905.50	6,016,105.09	1,001,850.00	5,717,160.59
61.0000.0000.000.0000.111001	ISJIT - Nutrition	2,684,058.53	44,620.74	0.00	2,728,679.27
61.0001.0000.000.0000.101000	CASH IN BANK	0.00	709,442.18	709,442.18	0.00
61.0004.0000.000.0000.101000	CASH IN BANK	338,769.35	1,190,985.31	1,229,163.15	300,591.51
65.0000.0000.000.0000.111001	ISJIT Investment Account	265,000.00	0.00	265,000.00	0.00
65.0001.0000.000.0000.101000	CASH IN BANK	0.00	310,438.70	310,438.70	0.00
65.0002.0000.000.0000.101000	CASH IN BANK	130,225.06	394,097.36	265,848.00	258,474.42
65.0004.0000.000.0000.101000	CASH IN BANK	0.00	87,850.86	87,850.86	0.00
68.0002.0000.000.0000.101000	CASH IN BANK	30,000.61	31,323.19	31,140.44	30,183.36
		25,736,141.68	99,997,237.10	97,187,106.54	28,546,272.24

End of Report