



ASSOCIATION OF  
SCHOOL BUSINESS OFFICIALS  
INTERNATIONAL

**The Certificate of Excellence in Financial Reporting  
is presented to**

**Linn Mar Community School District**  
**for its Annual Comprehensive Financial Report**  
**for the Fiscal Year Ended June 30, 2024.**

The district report meets the criteria established for  
ASBO International's Certificate of Excellence in Financial Reporting.



A handwritten signature in black ink, reading 'Ryan S. Stechschulte'.

**Ryan S. Stechschulte**  
**President**

A handwritten signature in black ink, reading 'James M. Rowan'.

**James M. Rowan, CAE, SFO**  
**CEO/Executive Director**



# District Honors & Highlights

## April 14, 2025

**Jazz Band Honor:** Congratulations to the LM High School Colton Center Jazz Ensemble for earning first place in the Class 4A Iowa Jazz Championships! This Ensemble is the first in the history of the LM Jazz Band to receive first place at the Iowa Jazz Championships!  
#WeAreLinnMar



**School Librarian Highlight:** April 4th was National School Librarian Day and, in that honor, we celebrate all of the Linn-Mar School Librarians and thank them for all they do to help the students learn and develop a love of reading.



**Linn-Mar Buddies Highlight:** Kudos are extended to all of the LM High School Students that participate in the LM Buddies program! Thank you for sharing your time with other students around the district.

**Student Highlight:** Congratulations to Gavin Hatcher, LM High School Student, for being selected as this month's "LM Highlight". Gavin serves as an officer of the Accountability, Leadership, and Opportunity Club (ALO) and has a passion for visual arts. Several of Gavin's art pieces have won awards, including his piece entitled "Transitions," which earned a Merit Award at the First CRANDIC High School Biannual Art Exhibit at Coe College. [Click here for more information](#)



**ELC Ribbon Cutting & Open House:** The Linn-Mar Board of Directors invites everyone to attend the ribbon cutting ceremony and open house for the Educational Leadership Center (3556 Winslow Rd, Marion) on April 23rd. The ribbon cutting ceremony will begin at 4:30 PM and then the building will be open to tour until 6:00 PM. We hope you will join us in the celebration.

[Click here for more information](#)

**Project Lead the Way Highlight:** Great job to all of the students that participate in the Project Lead the Way (PLTW) courses at the high school. Students who complete three or more projects in engineering, computer science, or biomedical science are eligible to receive an Honor Cord to wear at graduation in recognition of their dedication to STEM learning. This year's PLTW Cording Ceremony will be held on May 14th at 6:00 PM in the LM High School Lecture Hall. The LM High School graduation ceremony will be held on May 25<sup>th</sup> at 1:00 PM at Alliant Energy PowerHouse. [Click here for more information](#)



**Special Thank You:** The Linn-Mar Board of Directors extends a special thank you to the students, community members, and staff members that attended the recent Lion Learning "On the Road" sessions that focused on the proposed Linn-Mar High School indoor activities center. Thank you for taking the time to come learn about the proposed project and share your feedback. [Click here for more information](#)

**Policy Series 500 - Students**  
**Student Health and Safety**



**Policy 504.13 Transgender and Students Nonconforming to Gender Role Stereotypes**

The Iowa Civil Rights Act ([Iowa Code Section 216.9](#)) and Title IX protect transgender students from sex and/or gender discrimination and clearly delineates that protection from unfair practices and discriminatory acts in education, including gender identity.

The Linn-Mar Community School District is committed to serving the educational needs of the community and underscores its commitment by supporting all students in a safe learning environment. This policy relates to students who are transgender and students who do not conform to gender role stereotypes. In order to maintain a safe learning environment for all students, we must first ensure equal access to all components of the educational system.

While the administrative procedures established in Policy 504.13-R (Administrative Regulations Regarding Transgender and Students Nonconforming to Gender Role Stereotypes) provide important direction to employees, students, families, and other persons; they do not anticipate every situation that might occur with respect to students who are transgender or gender nonconforming. When an issue or concern arises that is not adequately addressed by these administrative procedures, district administration will consider and assess the needs and concerns of each student on an individual bases in consultation with parents, when appropriate.

This policy and Policy 504.13-R apply to all school activities, school-provided transportation, and school-sponsored events regardless of where they occur.

It is the responsibility of the superintendent [or designee] to develop regulations regarding this policy.

*Note: Policy 504.13-R was deleted in March 2023*

Adopted: 4/22

Related Policy: 103.1; 103.1-R; 103.1-E1-E3; 104.1; 104.1-R; 104.1-E1-E5; 104.3  
Legal Reference (Code of Iowa): 216.9 and Title IX

**ITEMS TO INCLUDE ON AGENDA**

**LINN-MAR COMMUNITY SCHOOL DISTRICT**

Approximately \$10,000,000 School Infrastructure Sales, Services and Use Tax Revenue Bonds, Series 2025

- Resolution Fixing the Date of Sale, Approving Electronic Bidding Procedures and Approving Official Statement

**NOTICE MUST BE GIVEN PURSUANT TO IOWA CODE  
CHAPTER 21 AND THE LOCAL RULES OF THE SCHOOL  
DISTRICT**

April 14, 2025

The Board of Directors of the Linn-Mar Community School District, in the County of Linn, State of Iowa, met in \_\_\_\_\_ session, in the Board Room, Educational Leadership Center, 3556 Winslow Road, Marion, Iowa, at 5:00 P.M., on the above date. There were present President \_\_\_\_\_, in the chair, and the following named Board Members:

\_\_\_\_\_

Absent: \_\_\_\_\_

Vacant: \_\_\_\_\_

\* \* \* \* \*

The matter of the issuance of School Infrastructure Sales, Services and Use Tax Revenue Bonds was discussed. It was the consensus that the District should offer the Bonds for sale as described in the following Resolution.

Director \_\_\_\_\_ introduced the following Resolution and moved its adoption. Director \_\_\_\_\_ seconded the motion to adopt. The roll was called, and the vote was:

AYES: \_\_\_\_\_

\_\_\_\_\_

NAYS: \_\_\_\_\_

The President declared the Resolution adopted as follows:

RESOLUTION FIXING THE DATE OF SALE OF  
APPROXIMATELY \$10,000,000 SCHOOL INFRASTRUCTURE  
SALES, SERVICES AND USE TAX REVENUE BONDS,  
SERIES 2025, APPROVING ELECTRONIC BIDDING  
PROCEDURES AND APPROVING OFFICIAL STATEMENT

WHEREAS, pursuant to Iowa Code Chapter 423F, the Board of Directors of the Linn-Mar Community School District (the "Issuer") is currently entitled to receive proceeds of the statewide School Infrastructure Sales, Services and Use tax; and

WHEREAS, pursuant to an election duly held in the District in accordance therewith on November 5, 2019, and pursuant to Iowa Code Chapter 423F, the Board of Directors of the Linn-Mar Community School District approved a Revenue Purpose Statement and is currently entitled to expend proceeds of the statewide School Infrastructure Sales, Services and Use tax; and

WHEREAS, the District has complied with the provisions of Iowa Code Section 423F.4 by providing notice and holding a public hearing on the proposal to issue approximately \$10,000,000 School Infrastructure Sales, Services and Use Tax Revenue Bonds to construct, build, furnish, and equip a performance arts center, including costs of issuance and a debt service reserve fund if required by the purchaser, and no valid petition for election following that hearing was filed; and

WHEREAS, the Board finds it advisable and necessary that Bonds authorized at the election be offered for sale for an authorized school infrastructure purpose as defined by the District's Revenue Purpose Statement, and it is in the best interest to issue Bonds; and

WHEREAS, the Board deems it in the best interests of the School District and the residents thereof to receive bids to purchase School Infrastructure Sales, Services and Use Tax Revenue Bonds by means of both sealed and electronic internet communication; and

WHEREAS, the Board has received information from its Municipal Advisor, recommending the procedure for electronic bidding so as to provide for the integrity of the competitive bidding process and to facilitate the delivery of bids by interested parties:

NOW, THEREFORE, IT IS RESOLVED BY THE BOARD OF DIRECTORS OF THE LINN-MAR COMMUNITY SCHOOL DISTRICT IN THE COUNTY OF LINN, STATE OF IOWA:

Section 1. That the PARITY® Competitive Bidding System and the Electronic Bidding Procedures attached hereto are found and determined to provide reasonable security and to maintain the integrity of the competitive bidding process, and to facilitate the delivery of bids by interested parties in connection with the sale of approximately \$10,000,000 School Infrastructure Sales, Services and Use Tax Revenue Bonds, Series 2025.

Section 2. That all electronic bidding shall be submitted in substantial conformity with Iowa Code Section 75.14 and Chapter 554D.



Section 3. That School Infrastructure Sales, Services and Use Tax Revenue Bonds, Series 2025, in the aggregate amount of approximately \$10,000,000 (the "Bonds"), to be issued and dated June 24, 2025, be offered for sale.

Section 4. That the Secretary of the Board of this School District shall cause to be prepared an Official Statement and to schedule the sale of the Bonds. The Bonds to be offered are School Infrastructure Sales, Services and Use Tax Revenue Bonds, Series 2025, in the principal amount of approximately \$10,000,000, to be dated June 24, 2025. The Official Statement shall include the following terms, and the Electronic Bidding Procedures attached to this Resolution are approved:

Time and Place of Sale: Sealed bids or electronic bids for the sale of Bonds of the Linn-Mar Community School District, in the County of Linn, State of Iowa (the "Issuer"), will be received at the Board Room, Educational Leadership Center, 3556 Winslow Road, Marion, Iowa until 1:30 P.M. on May 12, 2025. The bids will be publicly opened at that time and evaluated by the Superintendent of Schools, Secretary of the Board, and the Municipal Advisor and referred for action at the meeting of the Board of Directors.

Sale and Award: The sale and award of the Bonds will be held at the Board meeting scheduled on the same date.

Manner of Bidding: Open bids will not be received. No bid will be received after the time specified above for receiving bids. Bids will be received by any of the following methods:

- Sealed Bidding: Sealed bids may be submitted and will be received at the Board Room, Educational Leadership Center, 3556 Winslow Road, Marion, Iowa.
- Electronic Bidding: Electronic internet bids will be received at the Board Room, Educational Leadership Center, 3556 Winslow Road, Marion, Iowa. The bids must be submitted through PARITY®.

Official Statement: An Official Statement of information pertaining to the Bonds to be offered shall be prepared by the District's Municipal Advisor, including a statement of the Terms of Offering and an Official Bid Form. The Official Statement may be obtained by request addressed to the Secretary of the Board of Directors, Linn-Mar Community School District, 3556 Winslow Road, Marion, Iowa 52302, (319) 447-3001; or Matt Gillaspie, Piper Sandler & Co., 3900 Ingersoll, Suite 110, Des Moines, Iowa 50312, (515) 247-2353.

Terms of Offering: All bids must be in conformity with and the sale must be in accord with the Terms of Offering as set forth in the Official Statement.

Legal Opinion: Bonds will be sold subject to the opinion of Ahlers & Cooney, P.C., Attorneys of Des Moines, Iowa, as to the legality and their opinion will be furnished together with the printed Bonds without cost to the purchaser and all bids will be so conditioned. Except to the extent necessary to issue their opinion as to the legality of the Bonds, the attorneys will not examine or review or express any opinion with respect to the

accuracy or completeness of documents, materials or statements made or furnished in connection with the sale, issuance or marketing of the Bonds.

Rights Reserved: The right is reserved to reject any or all bids, and to waive any irregularities as deemed to be in the best interests of the public.

Section 5. That the preliminary Official Statement in the form presented to this meeting be and the same hereby is approved as to form and deemed final for purposes of Rule 15c2-12 of the Securities and Exchange Commission, subject to such revisions, corrections or modifications as the Superintendent and Board Secretary, upon the advice of the District's Municipal Advisor, shall determine to be appropriate, and is authorized to be distributed in connection with the offering of the Bonds for sale.

PASSED AND APPROVED this 14th day of April, 2025.

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President of the Board of Directors

ATTEST:

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Secretary of the Board of Directors

### Electronic Bidding Procedures

- 1) The Municipal Advisor will verify the TIC and conformance with Official Terms of Offering.
- 2) Subsequent to the receipt of bids, the bidder submitting the best bid will be called by the Municipal Advisor to verify that it submitted the bid, to verify the terms, and to request reoffering rates. Verification of the underwriter submitting the best bid via PARITY<sup>®</sup> may be relied upon by virtue of PARITY's<sup>®</sup> requirement of registration prior to submitting a bid.
- 3) The Municipal Advisor must not share non-public bid information of one underwriter with another underwriter or with anyone not officially involved with the bidding process.

## CERTIFICATE

STATE OF IOWA

)

) SS

COUNTY OF LINN

)

I, the undersigned Secretary of the Board of Directors of the Linn-Mar Community School District, in the County of Linn, State of Iowa, do hereby certify that attached is a true and complete copy of the portion of the corporate records of the School District showing proceedings of the Board, and the same is a true and complete copy of the action taken by the Board with respect to the matter at the meeting held on the date indicated in the attachment, which proceedings remain in full force and effect, and have not been amended or rescinded in any way; that the meeting and all action was duly and publicly held in accordance with a notice of meeting and a tentative agenda, a copy of which was timely served on each member of the Board and posted on a bulletin board or other prominent place easily accessible to the public and clearly designated for that purpose at the principal office of the Board pursuant to the local rules of the Board and the provisions of Chapter 21, Code of Iowa, upon reasonable advance notice to the public and media at least twenty-four hours prior to the commencement of the meeting as required by law and with members of the public present in attendance; I further certify that the individuals named therein were on the date thereof duly and lawfully possessed of their respective offices as indicated therein, that no board vacancy existed except as may be stated in the proceedings, and that no controversy or litigation is pending, prayed or threatened involving the incorporation, organization, existence or boundaries of the School District or the right of the individuals named therein as officers to their respective positions.

WITNESS my hand this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

Secretary of the Board of Directors of the  
Linn-Mar Community School District

**Policy Recommendations for Board Consideration – April 14, 2025**

The Policy Committee met on April 3, 2025, to review the full 900 Series-Facilities & Sites, as well as several miscellaneous policies. Recommendations are being presented for updates to the following policies:

- 102.1: Long-Range Needs Assessment
- 603.16-R2 (New): Student Guidance for Generative Artificial Intelligence
- 603.16-R3 (New): Staff Guidance for Generative Artificial Intelligence
- 803.4: Public Purpose and Use of Public Funds
- 803.4-R: Regulations Regarding Public Purpose and Use of Public Funds
- 901.2: Site Specifications
- 901.3: Facilities & Sites Long-Range Planning
- 901.4: Facilities Planning Advisors
- 901.8-R: Structure and Site Modifications Regulation
- 901.8-E: Structure and Site Modifications Application
- 902.6: Disposition of Obsolete Equipment
- 902.7: Emergency Repairs
- 902.8: Facilities and Sites Adaptation for Persons with Disabilities
- 902.11: Asbestos Containing Materials
- 902.12: District Operations During Public Emergencies

**Policy 102.1  
Long-Range Needs Assessment**

Long-range needs assessment enables the district to analyze assessment data, get feedback from the community about its expectations of students, and determine how well students are meeting student learning goals. The board will conduct ongoing and in-depth needs assessments by soliciting information from business, labor, industry, higher education, and community members regarding their expectations for adequate student preparation ~~as responsible citizens and successful wage earners.~~

In conjunction with the in-depth needs assessment of the district, the board will authorize the appointment of a committee representing administrators, employees, parents, students, community members, and board members to make recommendations and assist the board in determining the priorities of the district, in addition to the basic skills areas of the education program.

Feedback from district patrons, staff, and students will be gathered on a regular basis. The School Improvement Advisory Committee (SIAC), working with the superintendent, will gather input from the district's patrons, staff, and students on the district's long-range goals, student learning goals, and other areas as deemed appropriate by the committee. This input will be used in the committee's decision-making process and guidance in making recommendations to the board.

It is the responsibility of the superintendent [or designee] to ensure the community is informed of student progress on state and locally determined indicators. The superintendent [or designee] will report annually to the board about the means used to keep the community informed.

As a result of the board and committee's work, the board will determine major educational needs and rank them in priority order, develop long-range goals and plans to meet the needs, establish and implement short-range and intermediate-range plans to meet the goals and to attain the desired levels of student performance, evaluate progress toward meeting the goals and maintain a record of progress under the plan that includes reports of student performance and results of school improvement projects, and annually report the district's progress made under the plan to the committee, the community, and the Iowa Department of Education.

## Policy 603.16-R2 Student Guidance for Generative Artificial Intelligence (GAI)

<p><b>DEFINITIONS</b></p>	<p><b>Generative Artificial Intelligence (GAI):</b> Creates new content like text, images, audio, or code based data it's been trained on. It's like a creative machine (EX: ChatGPT, Gemini, CoPilot, etc.)</p> <p><b>Predictive Artificial Intelligence (PAI):</b> Makes predictions based on patterns from historical data (EX: Grammarly, Google Doc word prediction, YouTube suggested videos, etc.)</p> <p><b>Algorithm:</b> A set of instructions the AI follows to learn and generate content. Think of it as a recipe for creativity.</p> <p><b>Training Data:</b> The information the AI learns from such as books, pictures, or code. It's like giving the AI building blocks for its creations.</p> <p><b>Responsible Use:</b> Using GAI tools in a way that is ethical, legal, and respectful of others.</p> <p><b>Prompt/Prompting:</b> User-generated instructions for a GAI tool to use when creating a response.</p>														
<p><b>POTENTIAL USES IN THE CLASSROOM FOR STUDENTS</b></p>	<p>Below are guidelines on how you might use AI for learning. Make sure to ask your teacher how much you are allowed to use AI, because it might be more than what has been outlined below. <i>Note: If AI use is permitted, you must always complete the "finalizing stage" below.</i></p> <table> <tr> <th data-bbox="506 1155 933 1192">CONTINUUM OF USE WITH AI</th><th data-bbox="933 1155 1520 1192">PERMITTED USE</th></tr> <tr> <td data-bbox="506 1192 933 1297">No Use</td><td data-bbox="933 1192 1520 1297">GAI may not be used for academic tasks in any form, and the use of such tools is strictly prohibited.</td></tr> <tr> <td data-bbox="506 1297 933 1371">Clarifying</td><td data-bbox="933 1297 1520 1371">GAI may be used to gain clarity on academic content.</td></tr> <tr> <td data-bbox="506 1371 933 1549">Planning</td><td data-bbox="933 1371 1520 1549">GAI may be used for the planning elements of academic tasks such as gaining inspiration, ideation, brainstorming, organizing, structuring, etc.</td></tr> <tr> <td data-bbox="506 1549 933 1623">Drafting</td><td data-bbox="933 1549 1520 1623">GAI may be used for drafting the first version of work for an academic task.</td></tr> <tr> <td data-bbox="506 1623 933 1770">Revising</td><td data-bbox="933 1623 1520 1770">GAI may be used to gain feedback for making improvements to the clarity or quality of work to improve the final product.</td></tr> <tr> <td data-bbox="506 1770 933 1946">Finalizing</td><td data-bbox="933 1770 1520 1946">All submitted work by a student must either be original work or properly attributed to external sources, as stated by the academic Code of Conduct. This includes students acknowledging</td></tr> </table>	CONTINUUM OF USE WITH AI	PERMITTED USE	No Use	GAI may not be used for academic tasks in any form, and the use of such tools is strictly prohibited.	Clarifying	GAI may be used to gain clarity on academic content.	Planning	GAI may be used for the planning elements of academic tasks such as gaining inspiration, ideation, brainstorming, organizing, structuring, etc.	Drafting	GAI may be used for drafting the first version of work for an academic task.	Revising	GAI may be used to gain feedback for making improvements to the clarity or quality of work to improve the final product.	Finalizing	All submitted work by a student must either be original work or properly attributed to external sources, as stated by the academic Code of Conduct. This includes students acknowledging
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		all instances in which GAI tools were used in an academic task.	
		Students should include the following language to attribute the use of AI:	
		"I acknowledge the use of [Insert AI system(s) and link(s)] to [Explain specific use of GAI]. The prompts used included [List of the prompts used]. The output from these prompts was used to [Explain use of output]."	
PROHIBITED USES	GAI tools may NOT be used in violation of terms of service, academic Code of Conduct, or board policy. Specific examples might include:  *Academic Misconduct: Such as plagiarism and cheating.  *Harm: Such as bullying, harassment, or other outputs that might be a detriment to the student's physical or mental health, including the use of "deep fakes" for images, voice, text, or other likenesses.		
STUDENT CONSEQUENCES	1 <sup>st</sup> Occurrence (No Definitive Proof)	1 <sup>st</sup> Violation (Definitive Proof)	2 <sup>nd</sup> and Subsequent Violations
	*Student is allowed to reassess or redo the assigned activity.	*Student is allowed to reassess or redo the assigned activity.	*Student is allowed to reassess or redo the assigned activity.
	*No penalty to the grade is applied.	*Student may earn no more than a score of "2" of their earned score on the reassessment/redo.	*Student may earn no more than a score of "1" of their earned score on the reassessment/redo.
	*Minor behavior referral is submitted to document the occurrence.	*Major behavior referral is submitted to document the occurrence.	*Major behavior referral is submitted to document the occurrence.
REVIEW	The student guidelines for GAI will be reviewed on an annual basis and updated as needed.		
SPECIAL CONSIDERATIONS	Data Privacy & Security: Students should not input any personally identifiable information into any GAI tools.  Be Aware of Potential Bias: AI algorithms can reflect the biases present in the data they are trained on. Be critical of the outputs from GAI tools as they are prone to generating made up information.		

Adopted: \_\_\_\_\_



## Policy 603.16-R3 Staff Guidance for Generative Artificial Intelligence (GAI)

<p><b>DEFINITIONS</b></p>	<p><b>Generative Artificial Intelligence (GAI):</b> Creates new content like text, images, audio, or code based data it's been trained on. It's like a creative machine (EX: ChatGPT, Gemini, CoPilot, etc.)</p> <p><b>Predictive Artificial Intelligence (PAI):</b> Makes predictions based on patterns from historical data (EX: Grammarly, Google Doc word prediction, YouTube suggested videos, etc.)</p> <p><b>Algorithm:</b> A set of instructions the AI follows to learn and generate content. Think of it as a recipe for creativity.</p> <p><b>Training Data:</b> The information the AI learns from such as books, pictures, or code. It's like giving the AI building blocks for its creations.</p> <p><b>Responsible Use:</b> Using GAI tools in a way that is ethical, legal, and respectful of others.</p> <p><b>Prompt/Prompting:</b> User-generated instructions for a GAI tool to use when creating a response.</p>														
<p><b>POTENTIAL RESPONSIBLE USES IN THE CLASSROOM FOR STAFF</b></p>	<p>The Linn-Mar Community School District acknowledges the importance of responsible AI use, which varies across different school sites, classroom settings, positions, and departments. Staff will inform students if, when, and how AI tools may be used in learning using the common district student guidelines outlined below as a reference. Staff should inform students in a course syllabus, or prior to a learning experience, what permitted use of AI is acceptable for the course/task.</p> <table border="1"> <thead> <tr> <th data-bbox="506 1297 930 1335">CONTINUUM OF USE WITH AI</th><th data-bbox="930 1297 1520 1335">PERMITTED USE</th></tr> </thead> <tbody> <tr> <td data-bbox="506 1335 930 1444"><b>No Use</b></td><td data-bbox="930 1335 1520 1444">GAI may not be used for academic tasks in any form, and the use of such tools is strictly prohibited.</td></tr> <tr> <td data-bbox="506 1444 930 1518"><b>Clarifying</b></td><td data-bbox="930 1444 1520 1518">GAI may be used to gain clarity on academic content.</td></tr> <tr> <td data-bbox="506 1518 930 1696"><b>Planning</b></td><td data-bbox="930 1518 1520 1696">GAI may be used for the planning elements of academic tasks such as gaining inspiration, ideation, brainstorming, organizing, structuring, etc.</td></tr> <tr> <td data-bbox="506 1696 930 1770"><b>Drafting</b></td><td data-bbox="930 1696 1520 1770">GAI may be used for drafting the first version of work for an academic task.</td></tr> <tr> <td data-bbox="506 1770 930 1917"><b>Revising</b></td><td data-bbox="930 1770 1520 1917">GAI may be used to gain feedback for making improvements to the clarity or quality of work to improve the final product.</td></tr> <tr> <td data-bbox="506 1917 930 1980"><b>Finalizing</b></td><td data-bbox="930 1917 1520 1980">All submitted work by a student must either be original work or properly</td></tr> </tbody> </table>	CONTINUUM OF USE WITH AI	PERMITTED USE	<b>No Use</b>	GAI may not be used for academic tasks in any form, and the use of such tools is strictly prohibited.	<b>Clarifying</b>	GAI may be used to gain clarity on academic content.	<b>Planning</b>	GAI may be used for the planning elements of academic tasks such as gaining inspiration, ideation, brainstorming, organizing, structuring, etc.	<b>Drafting</b>	GAI may be used for drafting the first version of work for an academic task.	<b>Revising</b>	GAI may be used to gain feedback for making improvements to the clarity or quality of work to improve the final product.	<b>Finalizing</b>	All submitted work by a student must either be original work or properly
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		<p>attributed to external sources, as stated by the academic Code of Conduct. This includes students acknowledging all instances in which GAI tools were used in an academic task.</p> <p>Students should include the following language to attribute the use of AI:</p> <p>"I acknowledge the use of <i>[Insert AI system(s) and link(s)]</i> to <i>[Explain specific use of GAI]</i>. The prompts used included <i>[List of the prompts used]</i>. The output from these prompts was used to <i>[Explain use of output]</i>."</p>
	<p>The Linn-Mar Community School District recognizes staff may leverage GAI to streamline workflows such as content development, assessment design, feedback, communications, etc. Staff are responsible for critically evaluating AI-generated content, acknowledging its use, and ensuring compliance with board policy; as well as local, state, and federal regulations related to GAI in education.</p>	
PROHIBITED USES	<p>GAI tools may NOT be used for the following purposes:</p> <p><b>*Supplant Core Curriculum:</b> Staff should not use GAI to create content that supplants the adopted core curriculum.</p> <p><b>*Supplant Staff Agency and Accountability:</b> Staff should not use GAI to supplant the role of human educators in instructing students.</p> <p><b>*Compromise Privacy/Security:</b> Staff should not use GAI in ways that compromise staff and/or student privacy/security.</p> <p><b>*Vetted GAI:</b> Staff should not use GAI applications that have not been vetted by the district.</p>	
REVIEW	<p>The staff guidelines for GAI will be reviewed on an annual basis and updated as needed.</p>	
SPECIAL CONSIDERATIONS	<p><b>Be Aware of Potential Bias:</b> AI algorithms can reflect the biases present in the data they are trained on. Be critical of the outputs from GAI tools as they are prone to generating made up information.</p>	

Adopted: \_\_\_\_\_

### **Policy 803.4 Public Purpose and Use of Public Funds**

The board acknowledges that expenditures and use of district resources may be needed to support the decision-making process in conducting district business, promoting more efficient time frames for conducting business, promulgating a productive working climate, improving personnel well-being and morale, and nurturing a positive learning environment. To serve these purposes, the board supports appropriate expenditures and use of district resources for attainment of the district mission and strategic goals for official district activities and business.

The district is committed to managing and spending public funds in a transparent and responsible manner. Prior to making a purchase with public funds, an individual should be comfortable defending the purchase/reimbursement to the taxpayers in the district. If the individual is uncomfortable doing so, the purchase may not fulfill a public purpose, and additional guidance should be sought before the purchase is made.

Individuals who have concerns about the public purpose of a purchase or reimbursement should utilize the district's internal controls policy and regulation as resources for questioning a purchase (Refer to policies [801.7](#) and [801.7-R](#)). Concerns should be reported to the superintendent and/or the board president.

The superintendent [or designee] shall develop a process for approving expenditures of public funds. The board will review expenditures and applicable reports, as necessary, to ensure proper oversight of the use of public funds. To the extent possible, expenditures shall be pre-approved by the district prior to expending the funds. Purchases of food and refreshments for district staff, even within district, should comply with the district's employee travel allowance policy and all other applicable policies (Refer to policies [803.10](#) and [803.10-R](#)). All purchases/reimbursements shall comply with applicable laws, board policies, and district accounting requirements.

**Additional guidance regarding appropriate expenditures of school funds is provided in the regulation accompanying this policy.**

Adopted: 2/00  
Reviewed: 7/10; 5/15; 12/18  
Revised: 10/12; 12/13; 1/22  
Related Policy: 801.7; 801.7-R; 803.3; 803.3-R; 803.4-R; 803.10; 803.10-R  
Legal Reference (Code of Iowa): §§ 68A.505; 279.8; 721.2; 281 IAC 98.70  
Iowa Constitution, Art III, Sec 31  
IASB Reference: 705.04

## Policy 803.4-R Regulations Regarding Public Purpose and Use of Public Funds

The following is a list of examples organized by activity for what is allowable, or not allowable, as a purchase/reimbursement using public funds. This regulation is intended as guidance and there may be situations that are not listed here. Any questions regarding the appropriateness of an expenditure should be submitted **prior to** expending funds.

### REIMBURSEMENT TO AN INDIVIDUAL

- a. Use of Credit/Procurement Card: All purchases through a district-owned credit or procurement card shall be pre-approved and comply with district policies [803.3](#) and [803.3-R](#).
- b. Mileage: Individuals who are required to travel (other than to and from work) as part of fulfilling their job duties to the district shall be reimbursed for mileage costs in accordance with the requirements stated in district policies [803.10](#) and [803.10-R](#) regarding travel allowances.
- c. Travel Accommodations: Employees who are required to travel and stay overnight as part of fulfilling their job duties to the district shall be reimbursed for costs in accordance with the requirements stated in district policies 803.10 and 803.10-R regarding travel allowances.
- d. Alcohol: Alcohol is a personal expense and is never allowable for purchase or reimbursement using public funds.
- e. Food/Refreshments: Food and refreshments are typically a personal expense. Meetings spanning mealtimes should be avoided when possible. When a district meeting is required to take place spanning a customary mealtime, the superintendent [or designee] shall determine whether food and/or refreshments will be provided to employees whose presence is required during the meeting. The cost of food and refreshments for employees shall be reasonable and, when possible, a separate itemized receipt for each employee is required. If an itemized receipt is not available, approval is required by the school business official prior to reimbursement. **In all cases, the names and number of employees shall be noted on the receipt.**
- f. Apparel/Personal Items: **Apparel and personal items including, but not limited to, items such as t-shirts, hats, mugs, etc., provide personal benefit to individuals and are a personal expense. These items shall not be purchased or reimbursed with public funds.**
- g. Gifts: **Gift cards or gifts given to individuals are personal expenses and public funds should not be used (except for recognition/staff retirement, listed below) for these purposes. Voluntary collections from staff would be an acceptable way of purchasing gifts.**
- h. Retirement, Retention, and Recognition Gifts: Recognizing an employee or volunteer's years of dedication to educating the community and commitment to the district serves a public purpose by honoring individuals with a token gift, or honorarium, in recognition of their service. The same is

true for individual awards, mementos, or items purchased in recognition of employee service to the district. These purchases may use public funds, provided the expenditures are modest and approved by the superintendent.

- i. Honoraria: District employees may, at times, receive an honorarium from an outside source as compensation for the employee's time devoted to preparing and delivering a presentation within the scope of their professional field. Honorariums may only be accepted by employees when they have used their personal time outside of their work for the district to prepare and deliver the presentation. If the employee uses district time or resources to prepare or deliver a presentation, any honorarium shall be given to the district.
- j. Breakroom Supplies: The purchase of perishable or disposable supplies for employee breakrooms is primarily designed for individual consumption and is a personal expense. This includes items such as coffee, coffee filters, plates, cups, spoons, napkins, etc.

### **SUPPLIES FOR PUBLIC AREAS**

Limited refreshments such as water and coffee may be available in public reception areas of the district including, but not limited to, the central office, the building administrator's office, etc. These refreshments may be purchased with the use of public funds, as they provide light refreshment to members of the community.

### **STAFF PARTIES/RECEPTIONS**

- a. Parties and receptions to benefit individual staff members are considered a personal expense and should not be purchased or reimbursed with public funds. This includes, but is not limited to, holiday parties.
- b. Hosting a group reception to honor all employees retiring from the district in a given school year is allowable as a public expense. Hosting a retirement reception provides a direct benefit to the community as an opportunity for the community to attend and honor the retiring employees' years of dedication and service to the district.

### **SCHOOL/STUDENT ACTIVITY BANQUETS**

School/student activity banquets are typically a personal expense and will not be purchased or reimbursed with public funds unless the public purpose is submitted for review and pre-approved by the superintendent [or designee].

### **MEMORIAL GIFTS**

- a. Memorial flowers to convey sympathy or congratulations are allowable as a public expense if they have been approved by the superintendent [or designee]. Memorial cards are always appropriate.
- b. Memorial gifts of any sort other than flowers and a card are a personal expense.

## STUDENT INCENTIVES

- a. It is within the discretion of the building principal to authorize the purchase of awards holding a nominal value to commemorate the achievements of a student or group of students. These awards should be designed to reward behavior and values that exemplify the educational and community mission of the district. Awards should not be gift cards or other monetary awards.
- b. Flowers and decorations for school dances held as part of the district's student activity program are an allowable expense paid out of the student activity fund, provided the purchases are approved by the building principal.

## MEETINGS

- a. To the extent possible, meetings which span normal mealtimes should be avoided.
- b. Meetings of the district's board of directors and board committees are made up of individuals who volunteer a large amount of their personal time to serve the needs of the school community. These meetings are also scheduled at times most convenient for the public, and often span normal meal hours. Food and refreshments purchased for board members is an acceptable use of public funds. The service of these unpaid volunteers directly benefits the entire school community. The superintendent has discretion to purchase/reimburse reasonable expenses for providing food and refreshments to these unpaid volunteers during these meetings.

Some expenditures will be considered personal expenses regardless of the context. These include purchase or reimbursement of alcohol and personal items not included as retirement or memorial gifts listed above.

The superintendent [or designee] may approve payment from the general fund in a reasonable amount for the following expenditures:

1. Expenditures for food items and refreshments for district staff for meetings held before normal start times, during the lunch hour, after normal work times, and anytime during the day when food and refreshments are served.
2. Expenditures for food items and refreshments for district staff meetings with outside organizations and associations.
- ~~3. Expenditures for food items and refreshments for board members and staff during board meetings or work sessions.~~
- ~~4. Expenditures for food items and refreshments for board committees or superintendent committees during meetings.~~
5. Expenditures for food items, refreshments, and recognition items for recognizing the services of employees, retirees, or volunteers.
- ~~6. Expenditures for food items, refreshments, and recognition/retention items given to staff for recognizing and promoting wellness program participation and initiatives.~~

~~7. Expenditures for food items, refreshments, and/or tokens supplied for service-related or recognition activities.~~

The superintendent [or designee] may also approve public money to be used for:

1. Volunteer service recognition items, not to exceed \$25 per volunteer.
2. Meals (food and drink) for student participants, coaches, and staff including end of season banquets. This pertains to meals at a Linn-Mar facility or offsite.
3. Recognition items paid for from student activity funds, not to exceed \$50 per student participant for trophies, plaques, awards, and other non-cash items.
4. Token items supplied to students for service-related or recognition activities paid for from the general fund not to exceed \$10 per student for similar items such as t-shirts, water bottles, awards, and other non-cash items. Items purchased for student Positive Behavioral Interventions and Supports (PBIS) incentives are allowable if the cost does not exceed \$10 per student.
5. Purposes clearly specified in approved fundraising activities and shared with patrons in fundraising materials.
6. One apparel item for coaches and sponsors to be worn for team competitions and/or performances not to exceed \$50 per season per coach. Such apparel must be clearly specified on fundraising forms and shared with patrons in fundraising materials. Apparel must adhere to district licensing agreements for registered marks and logos.

**Public money may not be used for:**

- a. All other apparel for coaches, sponsors, employees, and other individuals not listed above;
- b. Personalized apparel;
- c. Personal apparel: underwear, bras, socks, shoes, etc.;
- d. Gifts for coaches, sponsors, or their family members;
- e. Meals (food or drink) for family members of the coaches, sponsors, and/or the student participants;
- f. Individual camp or clinic fees for students;
- g. Gift cards/cash incentives given to students, employees, or other individuals; and
- h. Gifts, decorations, meals, or other costs for staff birthdays, holiday parties, or other occasions that are personal in nature.

Adopted: 1/13

Reviewed: 5/15; 12/18

Revised: 12/13; 1/22

Related Policy: 801.7; 801.7-R; 803.3; 803.3-R; 803.4; 803.10; 803.10-R

IASB Reference: 705.04-R(1)

## Policy 901.2 Site ~~Specifications~~ Acquisition

~~The board shall accept as its minimum standards such site specifications as issued by the Iowa Department of Education. The board may adopt additional standards over and above the site specifications issued by the Iowa Department of Education as it deems necessary and beneficial to the district.~~

Sites acquired by the board will meet or, upon improvement, be able to meet the specifications set out by the board prior to using the site for the education program. The board may meet in closed session to discuss potential purchases of specific sites in compliance with applicable laws.

It is the responsibility of the superintendent to assist the board and to make recommendations concerning the acquisition of sites.

Adopted: 6/70  
Reviewed: 11/12; 1/14; 2/19; 4/22  
Revised: 11/10; 5/15  
Related Policy: 212; 705.1; 801  
Legal Reference (Code of Iowa): § 21.5(j); 297  
IASB Reference: 801.04



### **Policy 901.3 Facilities & Sites Long Range Planning**

As part of the board's long-range plan for the district's education program, the board will include the facilities and sites needs for the education program ~~and support services~~. The long-term needs for facilities and sites will be discussed and determined by the board.

It is the responsibility of the superintendent [or designee] to provide information including, but not limited to, enrollment projections and education program requirements to the board.

Adopted: 6/70  
Reviewed: 1/14; 2/19; 4/22  
Revised: 11/12; 5/15  
Related Policy: 103  
Legal Reference (Code of Iowa): §§ 280.3, .12, .14; 297  
IASB Reference: 801.01

**Policy 901.4 ~~Facilities Planning Advisors~~ Buildings & Sites Surveys**

~~It shall be the policy of the board, upon the recommendation of the superintendent, to contract for~~ The board may engage the services of consultants and other ~~resource~~ personnel ~~for the to study of facility issues the~~ needs of the district's buildings and sites in providing the education program. ~~To the extent possible, the needs for such special studies shall be determined well in advance so that budgetary provisions can be made.~~ The results of these services will be considered in planning the education program and in making decisions about the improvement and acquisition of additional buildings and sites.

~~In determining consulting needs such as architect or architectural firms, construction management, engineering, appropriate facilities professional, etc., an interview process may be used which may include members of the board, the superintendent, and other personnel designated by them. The board may participate in interviews for the selection of an appropriate facilities professional for the specific project under consideration.~~

It is the responsibility of the superintendent [or designee] to make a recommendation to the board regarding the need for such services and who should perform such services for the board.

Adopted: 6/70  
Reviewed: 11/12; 1/14; 2/19; 4/22  
Revised: 5/15  
Legal Reference (Code of Iowa): §§ 280.3, .14; 297  
IASB Reference: 801.02

## **Policy 901.8-R Structure and Site Modifications Regulations**

The board recognizes that the education of students depends on many factors including a physical environment that is safe, secure, clean, attractive, and functions efficiently. To that end, a facility and grounds master plan exists to maximize the available resources for the benefit of student learning. Modifications include changes or additions to facilities and grounds or structures that are not part of the master plan and shall follow a review process, whether proposed by employees or external individuals or groups.

Requests for modifications for all district property will at all times, except in cases of emergency, follow these administrative procedures. Based on the estimated cost of the proposed modification, either a competitive quote or competitive bid will be required for all projects.

A proposal for a modification or structure shall include the following:

1. External individuals or groups must first meet with the superintendent [or designee] to determine whether the proposed project meets the mission and strategic goals of the district. If a determination is made that the external proposal complies with the mission and strategic goals of the district, the individual or group may complete the Structure and Site Modifications Application ([Refer to Policy 901.8-E](#)).
2. Submission of the Structure and Site Modifications Application for the requested modification project should be submitted prior to January 1st. The project description shall include:
  - a. Explanation of project fit within the district's mission and strategic goals;
  - b. Benefits to students, including number of students and whether during school or outside the school day/year;
  - c. Need for the project;
  - d. Project budget inclusive of materials and labor;
  - e. Project funding source;
  - f. Description of district's technical, O&M, school, etc., support required for successful completion of the project;
  - g. Project labor, for example an external contractor, volunteers, students;
  - h. Project timeline including start and completion date;
  - i. Long-term maintenance or administrative requirements, costs, and responsible persons; and
  - j. Unique components of the project, if any.

3. Review of the completed application will be conducted by the district's ~~Construction~~ **Facilities Advisory** Committee and the superintendent's Cabinet.
4. Applicant will be notified within 60 days of receipt of the application, or in February if received prior to the last day of school in December.
5. The board will receive report summaries of approved projects and will formally approve all donations per [Policy 802.7](#).
6. District equipment and facilities are not available for use by project workers because of liability issues.

Adopted: 1/14

Reviewed: 5/15; 2/19

Revised: 4/22

Related Policy: 802.7; 901.8; 901.8-E

### **Policy 901.8-E Structure and Sites Modifications Application**

Schools or employees, PTOs, the Linn-Mar Booster Club, other non-profit organizations, or individuals who are making a proposal for buildings or sites modification, or a structure on district property, shall submit this application to the office of the Chief Financial/Operating Officer for review at least 60 days prior to the start of the proposed project. Submission prior to the last school day in December is optimum for the review process.

The following components of the application must be complete with appropriate detail before the district's review of the application. Please attach the appropriate documentation with the project application and affix this page to the project application.

- a. Person/group submitting proposal;
- b. Name of school/facility or organization;
- c. Project title;
- d. Description of alignment with district mission and strategic goals;
- e. Benefit to students;
- f. Need for the project;
- g. Project location;
- h. Total project budget with detail that includes materials and labor;
- i. Building permit, if required (municipality of project location);
- j. Project funding source;
- k. Description of district support (technical, O&M, etc.) required for successful completion;
- l. Projected district costs;
- m. Project labor (e.g., contractor, volunteers, students, etc.);
- n. Project timeline;
- o. Long-term maintenance or administrative requirements including costs and responsible persons;
- p. Unique project components if any;
- q. Documentation of insurance coverage for project; and
- r. All construction plans, drawings, and materials to application.

Project/Manager Approval: \_\_\_\_\_ Date: \_\_\_\_\_

~~Construction~~ Facilities Advisory Committee Review Date: \_\_\_\_\_

Cabinet Review Date: \_\_\_\_\_

Comments:

Chief Financial/Operating Officer Approval: \_\_\_\_\_ Date: \_\_\_\_\_

Board Summary Report Date: \_\_\_\_\_ Board Acceptance of Donation: \_\_\_\_\_

Adopted: 1/14  
Reviewed: 5/15; 2/19; 4/22  
Related Policy: 802.7; 901.8; 901.8-R

## **Policy 902.6 Disposition of Obsolete Equipment**

School property such as equipment, furnishings, or supplies (hereinafter equipment) will be disposed of when it is determined to be of no further use to the district. It is the objective of the district in disposing of the equipment to achieve the best available price or most economical disposal.

Obsolete equipment or property other than real property having a value of no more than \$25,000 may be sold or disposed of in a manner determined by the ~~superintendent [or designee]~~ board which may include sealed bids, donation to a non-profit group, auction, garage sale, or via electronic means. However, the sale or disposition of equipment, furnishings, or supplies disposed of in this manner will be published in a newspaper of general circulation.

A public hearing will be held regarding the disposal of the equipment with a value of \$25,000 or more prior to the board's final decision. The board will adopt a resolution announcing the proposed sale or disposition and will publish notice of the time and place of the public hearing and the description of the property will be in the resolution. Notice of the public hearing will be published at least once, but not less than 10 days and not more than 20 days, prior to the hearing date unless otherwise required by law. Upon completion of the public hearing, the board may dispose of the equipment.

It is the responsibility of the superintendent in collaboration with the chief financial/operating officer to make a recommendation to the board regarding the method for disposing of equipment of no further use to the district.

Adopted: 6/70  
Reviewed: 1/14; 4/16; 2/19; 4/22  
Revised: 11/12; 5/15; 9/21  
Related Policy: 704; 705.1; 803  
Legal Reference (Code of Iowa): §§ 24.9; 297.22-25  
IASB Reference: 803.01

## Policy 902.7 Emergency Repairs

~~When emergency repairs in excess of the state limit are necessary to ensure the safety of students and staff and to prevent the closing of any school, the provisions of the law with reference to advertising for bids shall not apply. In the event of an emergency requiring repairs, in excess of the state limit, to a district facility are necessary to correct or control the situation and to prevent the closing of school, the provisions relating to bidding will not apply.~~

It is the responsibility of the superintendent [or designee] to obtain certification from the area education agency administrator stating such repairs in excess of the state limit were necessary to prevent the closing of school.

It is the responsibility of the superintendent and chief financial/operating officer to notify the board as soon as possible considering the circumstances of the emergency.

~~When an emergency arises in the maintenance and operation of any district property directly affecting the learning environment and/or safety and welfare of personnel and students, the following action shall supersede the official maintenance schedule:~~

- ~~1. The superintendent [and designee] shall be notified;~~
- ~~2. Taking necessary safety precautions, any staff member will do everything in their power to correct the emergency as need dictates; and~~
- ~~3. If unable to correct and/or control the emergency, staff members will report emergency situations to local emergency agencies and/or maintenance staff, immediately.~~

Adopted: 6/09

Reviewed: 5/15; 2/19

Revised: 11/12; 1/14; 4/22

Related Policy: 901.9

Legal Reference (Code of Iowa): §§ 26.3; 280.3, .14; 297.8

IASB Reference: 802.03



**Policy 902.8 Facilities & Sites Adaptation for Persons with Disabilities**

The board recognizes the need for access to its facilities and sites by persons with disabilities. District facilities and sites currently in use will be ~~modified~~ altered to be accessible to persons with disabilities unless the alteration would cause an undue hardship for the district. Renovated and new facilities and sites will be accessible to persons with disabilities.

It is the responsibility of the superintendent [or designee], ~~upon board approval~~, to take the necessary action to ensure district facilities and sites are accessible to persons with disabilities.

Adopted: 6/09

Reviewed: 11/12; 1/14; 2/19; 4/22

Revised: 5/15

Related Policy: 102; 603.3

Legal Reference (Code of Iowa): §§104A; 216

29 USC §§ 621-634; 42 USC §§ 12101 et seq

IASB Reference: 802.05

## **Policy 902.11 Asbestos Containing Material**

Friable and non-friable asbestos containing materials will be maintained in good condition and appropriate precautions will be followed when the material is disturbed. If there is a need to replace asbestos, it will be replaced with non-asbestos materials. ~~The district~~ Each school building will maintain a copy of the asbestos management plan.

The district will annually notify, appoint, and train appropriate employees, as necessary ~~for asbestos management and containment.~~

Adopted: 6/09

Reviewed: 11/12; 1/14; 2/19; 4/22

Revised: 5/15

Related Policy: 403.4; 802; 902.1

Legal Reference (Code of Iowa): §§279.52-.54; 20 USC §§ 3601 et seq; 40 CFT Pt 763.84

IASB Reference: 804.04

## **Policy 902.12 District Operations During Public Emergencies**

~~The district believes that student learning is the heart of its core mission. While traditional in-person teaching continues to provide the greatest learning opportunity to all students, there may be rare and unusual circumstances that prevent the school community from convening in traditional in-person settings.~~

At times of a public emergency declared by federal, state, or local officials, the district will seek guidance and recommendations from federal, state, and local agencies to assist in determining the safety of convening traditional in-person learning. The superintendent will consult with and report to the board, as feasible and appropriate, regarding an emergency closure and efforts to implement written guidance from health and government agencies.

During a declared public emergency, the board delegates to the superintendent the authority to determine whether to close school buildings to traditional in-person learning without further action by the board. If the superintendent determines in-person learning would hinder the health ~~and~~ or safety of the school community, the district will instead utilize remote or hybrid learning opportunities permitted by law.

Following guidance and recommendations from federal, state, and local agencies when reasonably possible, the administration will create regulations related to district operations during a public emergency including, but not limited to, student, employee, and visitor safety and security; the use and safeguarding of district property; public meetings and events; and, when applicable, measures to prevent or slow the spread of infectious disease.

These measures will be enforced for the period of time of the public emergency, or until the superintendent and board, in consultation with federal, state, and local agencies determine it is appropriate for the safety measures to end.

Adopted: 9/20

Reviewed: 4/22

Related Policy: 602.1; 603.12; 603.12-R1-R2; 603.12-E1; 603.13; 603.13-R; 603.15; 902.12-R

Legal Reference (Code of Iowa): § 279.8; SF 2310

IASB Reference: 907



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

## **BOARD OF DIRECTORS MEETING MARCH 31, 2025**

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### **100: CALL TO ORDER & DETERMINATION OF A QUORUM**

The meeting of the Linn-Mar Board of Directors was called to order at 5:00 PM in the boardroom of the Educational Leadership Center (3556 Winslow Rd, Marion). Roll was taken to determine a quorum. Present: Buchholz, Morey, Thomas, and Lowe Lancaster. Walker arrived at 5:03 PM. Absent: Foss and Mansoor. Administration present: Kortemeyer, Galbraith, Ramos, Wear, Christian, Nelson, and Frick.

### **200: ADOPTION OF AGENDA – *Motion 118-03-31***

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

### **300: AUDIENCE COMMUNICATIONS** *(SPG #1-Community Engagement)*

1. Heather Croskrey, parent, concerns regarding the health curriculum
2. Chrystal Callahan, parent, concerns regarding rescinding policy 504.13

### **400: MISSION MOMENT** *(SPG #1-Community Engagement / BG #2.e-Student Learning)*

No information shared.

### **500: INFORMATIONAL REPORTS**

#### **501: Wilkins Elementary Playground Report –Exhibits 501.1 & 704.1**

Amanda Potter, Wilkins Elementary Principal, along with students Addison and Liam, reported on the proposed playground project including information on the planning process, fundraising, student choice survey, and partnering with the City of Marion.

#### **502: District Career & Academic Plan Report – Exhibit 502.1**

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

Nathan Wear, Associate Superintendent, and Elizabeth Kreher, LM High School Counselor, reported on the District Career & Academic Plan (DCAP) including information on why DCAP is required; the development process, overview, and timeline; and next steps.

#### **503: Career & Technical Education Advisory Report** *(SPG #1-Community Engagement)*

Director Morey reported that during the February 26<sup>th</sup> CTE Advisory meeting topics included a review of industry recognized credentials and their relation to the School Performance Profile, current CTE classes offered and needs, and Perkins funding.

**504: Board Visit Report** *(BG #2.b-Student Learning)*

Board members reported they enjoyed seeing the students and staff engaged in a lesson on modeling conversations during their visit to Novak Elementary on March 6<sup>th</sup>.

**505: Linn County Conference Board Report**

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

Director Buchholz reported that the Linn County proposed budget was approved during the March 6<sup>th</sup> Linn County Conference Board meeting.

**506: Marion City Council & State of the City Report**

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

Director Lowe Lancaster reported that there were no items pertaining to the district addressed during the March 6<sup>th</sup> and March 20<sup>th</sup> Marion City Council meetings. Board members also shared they enjoyed Mayor AbouAssaly's ten-year review of the City during the recent State of the City event.

**507: Policy Committee Report** *(BG #1.c-Visionary Team)*

Director Thomas reported that during the March 7<sup>th</sup> policy meeting an amended version of proposed policy 201.1-R was reviewed and during the March 26<sup>th</sup> policy meeting the recommendation was made to rescind policy 504.13, due to recent changes to Iowa Civil Rights.

**508: Finance/Audit Committee Report & Recap of FY26 Proposed Tax Notice**

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

Buchholz reported that during the March 27<sup>th</sup> Finance/Audit Committee meeting topics included the FY26 certified budget tax notice, the Wilkins playground project, the LMHS indoor activities center, scheduling of the ELC ribbon cutting/open house, and a discussion on Strat II (SpEd) staff hiring issues. Jon Galbraith, Chief Financial/Operating Officer, shared a recap of the fiscal year 2026 proposed tax notice presentation that was previously shared during the February 24<sup>th</sup> board meeting.

**509: Legislative Report** *(BG #3.d-District Culture)*

Director Thomas reported that the current legislative session has still not set the Supplemental State Aid (SSA) rate and several bills have been submitted that would affect funding for the school meal program.

**510: Superintendent's Report – Exhibit 510.1** *(SPG #1-Community Engagement)*

Superintendent Kortemeyer shared several district honors and highlights, reviewed the recent Lion Learning sessions on the proposed indoor activities center and FY26 certified budget tax notice, shared information on the piloting of a visitor management system, reported on the status of the new performance center project, and announced the April 17<sup>th</sup> LM School Foundation Dine Out for Schools Day and the ELC ribbon cutting/open house scheduled for April 23<sup>rd</sup> from 4:30-6:00 PM.

## **600: UNFINISHED BUSINESS**

### **601: Second Reading of Policy 201.6-R – Exhibit 601.1** *(BG #1.c-Visionary Team)*

**MOTION** by Morey to approve the second reading of Policy 201.6-R, Board President and Vice President Elections Regulation, as presented in Exhibit 601.1. Second by Walker. Voice vote, all ayes. Motion carried. – **Motion 119-03-31**

### **602: Second Reading of 800 Series Policy Recommendations – Exhibit 602.1**

*(BG #1.c-Visionary Team)* – **Motion 120-03-31**

**MOTION** by Thomas to approve the second reading of the 800 Policy Series as presented in Exhibit 602.1. Second by Walker. Voice vote, all ayes. Motion carried.

## **700: NEW BUSINESS**

### **701: Approval of Fundraising Requests – Exhibit 701.1** *(SPG #5-Resource Management)*

**MOTION** by Walker to approve the fundraising requests as presented in Exhibit 701.1. Second by Buchholz. Voice vote, all ayes. Motion carried. – **Motion 121-03-31**

### **702: Approval of Early Graduation Requests – Exhibit 702.1**

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

**MOTION** by Morey to approve the early graduation requests for Spencer Dancy, Justin Rasmussen, and Zander Valandingham as presented in Exhibit 702.1. Second by Buchholz. Congratulations were offered to the early graduates. Voice vote, all ayes. Motion carried. – **Motion 122-03-31**

### **703: Approval of Open Enrollment Requests – Exhibit 703.1**

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

**MOTION** by Buchholz to approve the open enrollment requests as presented in Exhibit 703.1. Second by Thomas. Voice vote, all ayes. Motion carried. – **Motion 123-03-31**

### **704: Approval of Playground Project – Exhibit 704.1 – Motion 124-03-31**

**MOTION** by Thomas to approve the plans/specifications for the Wilkins Elementary playground project as presented in Exhibit 704.1. Second by Walker. Voice vote, all ayes. Motion carried.

### **705: First Reading of Policy 504.13 – Exhibit 705.1** *(BG #1.c-Visionary Team)*

**MOTION** by Walker to approve the first reading of the recommendation to rescind Policy 504.13-Transgender and Students Nonconforming to Gender Role Stereotypes, as presented in Exhibit 705.1. Second by Buchholz. Director Morey clarified that the student protections were still in place through other district policies and that the policy was being rescinded due to recent changes in law. Voice vote, all ayes. Motion carried. – **Motion 125-03-31**

## **800: CONSENT AGENDA – Motion 126-03-31**

**MOTION** by Buchholz to approve the consent agenda as presented. Second by Morey. Congratulations were shared with the retirees. Voice vote, all ayes. Motion carried.

## 801: Personnel

### Certified Staff: Assignments/Reassignments/Transfers

Name	Assignment	Dept Action	Salary Placement
Baxendale, Heather	LMHS: ATLAS Teacher	8/13/25	MA+30, Step 14
Davis, Crystal	EX: Student Support Services Teacher	8/13/25	MA+30, Step 19
Kehoe, Emily	LMHS: Social Studies Teacher	8/13/25	BA, Step 1
Miller, Jesse	LMHS: Social Studies Teacher	8/13/25	BA, Step 1
Mohanna, Elizabeth	LMHS: Academic Assistance Counselor	8/4/25	MA, Step 17

### Certified Staff: Resignations

Name	Assignment	Dept Action	Reason
Frick, Melissa	ELC: Exec Director of Student Services	6/30/25	Retirement
Kozloski, Jessica	WE: Student Support Services Teacher	6/5/25	Personal
Moe, Tonya	LMHS: Athletic Director	6/30/25	Other employment
Neff, Alex	LMHS: Math Teacher	6/5/25	Retirement
Patterson, Chris	LMHS: PLTW Teacher	6/5/25	Relocation
Ries, Karla	ELC: Director of Elementary Teaching & Learning	6/30/25	Retirement
Thompson, Elizabeth	LMHS: English Teacher	6/5/25	Relocation

### Classified Staff: Assignments/Reassignments/Transfers

Name	Assignment	Dept Action	Salary Placement
Adair, Peyton	AC: Aquatic Instructor	3/25/25	\$12.00/hour
Fiedler, Andy	EH: Student Support Associate	3/10/25	LMSEAA A, Step 1
Garretson, Ashley	LMHS: Student Support Associate	3/5/25	LMSEAA A, Step 1
Governatori, Anthony	AC: Aquatic Instructor	3/10/25	\$12.00/hour
Hemphill, Landon	AC: Aquatic Instructor	3/24/25	\$12.00/hour
Issa, Deana	LG: Student Support Associate	3/3/25	LMSEAA A, Step 1
Knepper, Brianna	O&M: IC Part-Time Custodian	2/28/25	LMSA C, Step 1
Kvidahl, Eric	O&M: AC Part-Time Custodian	3/6/25	LMSA C, Step 1
Ludwig, Maya	WE: Student Support Associate	3/3/25	LMSEAA A, Step 1
Meis, Olivia	WF: Student Support Associate	2/27/25	LMSEAA A, Step 1
Montgomery, Betty	LMHS: Student Support Associate	3/24/25	LMSEAA A, Step 1
Nebel, Lynda	NS: From BP to HP Cashier/Gen Help	3/3/25	Same
O'Leary, Declan	AC: Aquatic Instructor	3/25/25	\$12.00/hour
Peiffer, Gavin	AC: Aquatic Instructor	3/25/25	\$12.00/hour
Ramalingam, Kruthika	NE: Student Support Associate	3/5/25	LMSEAA A, Step 1
Roberts, Sarah	NE: Health Assistant	3/6/25	LMSEAA A, Step 1
Saputra, Nathan	AC: Aquatic Instructor	3/25/25	\$12.00/hour
Schaldecker, Amber	O&M: WE Part-Time Custodian	3/7/25	LMSA C, Step 1
Schmidt, Neil	LMHS: Student Support Associate	3/3/25	LMSEAA A, Step 1
Westphal, Anna	NS: From LMHS Gen Help/Cashier to HP Lead Cook	3/24/25	LMSA A+.25, Step 1
Yetter, Elizabeth	AC: Aquatic Instructor	3/24/25	\$12.00/hour
Yirkovsky, Toni	LMHS: Student Support Associate	4/2/25	LMSEAA A, Step 4

### Classified Staff: Resignations

Name	Assignment	Dept Action	Reason
Brown, Craig	OR: Custodian	3/18/25	Retirement
Kahler, Susan	NS: HP Lead Cook	2/27/25	Relocation
Knoke, Rebecca	LMHS: Student Support Associate	4/4/25	Personal
Skvor, Kathleen	TR: Bus Rider	2/27/25	Personal

<b>Name</b>	<b>Assignment</b>	<b>Dept Action</b>	<b>Reason</b>
Tooson, Briana	EH: Student Support Associate	2/20/25	Personal
Ulmer, Meghan	NE: Student Support Associate	2/23/25	Personal
West, Anna	LMHS: Student Support Associate	3/12/25	Personal

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

<b>Name</b>	<b>Assignment</b>	<b>Dept Action</b>	<b>Salary Placement</b>
Becker, Kyle	LMHS: Asst Varsity Boys Tennis Coach	3/17/25	\$1,750
Bootsmiller, Kyli	EX: Assistant Girls Track Coach	3/14/25	\$3,123
Brennecke, Audra	OR: Assistant Boys Track Coach	2/20/25	\$3,123
Hagmeier, Brittney	OR: Assistant Girls Tennis Coach	3/24/25	\$3,123
Hill, Austin	EX: Assistant 7 <sup>th</sup> Gr Football Coach	8/1/25	\$3,123
Jensen, Derek	LMHS: Tech Director, Spring Musical	3/3/25	\$1,756.88
Spoelstra, Amy	HP: MathCounts Club	3/10/25	\$1,100
Thorp, Nic	LMHS: Asst Varsity/Head 9 <sup>th</sup> Gr Boys Golf Coach	8/11/25	\$3,514
Waddell, Micah	LMHS: Assistant Boys Track Coach	3/24/25	\$500

#### **Co/Extra-Curricular Staff: Resignations**

<b>Name</b>	<b>Assignment</b>	<b>Dept Action</b>	<b>Reason</b>
Baker, Tasia	LMHS: Head Varsity Girls Bowling Coach	2/21/25	Personal
Belin, Tom	LMHS: Head Varsity Girls Swim Coach	3/24/25	Personal
Gasper, Matt	EX: Assistant 8 <sup>th</sup> Gr Football Coach	3/11/25	Personal
Rastetter, Kelsey	LMHS: Asst Varsity/JV Girls Basketball Coach	3/24/25	Personal
Rowland, Nikki	LMHS: Head JV1 Girls Basketball Coach	3/24/25	Personal
Vorhies, Kathy	LMHS: Head Boys Swimming Coach	3/24/25	Personal
Westpfahl, Beau	EX: Assistant 7 <sup>th</sup> Gr Football Coach	2/25/25	Personal

### **802: Approval of February 24<sup>th</sup> Board Minutes – Exhibit 802.1**

### **803: Approval of Bills/Warrants – Exhibit 803.1**

### **804: Approval of Contracts/Agreements – Exhibits 804.1-18**

1. Coe College student teaching agreement
2. Hawkeye Community College student field experience agreement
3. Morningside University student teaching agreement
4. Ahlers & Cooney bond counsel and disclosure counsel engagement letter
5. Unzeitag Construction change order #3 for LMHS extension renovation project
6. Peak Construction change order #18 for the Educational Leadership Center
7. Dryspace, Inc., agreement for the Excelsior roof project
8. Raptor Technologies Visitor Safe software subscription services
9. Edmentum EdOptions Academy program agreement
10. Goodwill of the Heartland pre-employment and job placement agreement
11. Goodwill of the Heartland work experience agreement
12. Securly agreement for Filter Premium and Pass Core subscriptions
13. Securly agreement for Classroom Premium subscription
14. Ohiopyle Prints commercial licensing agreement
15. KKK Holdings (dba Level10) commercial licensing agreement



16. Rebecca Nederhiser independent contractor agreement for work with LMHS Orchestra
17. Rachel Peters independent contractor agreement for work with LMHS Orchestra
18. Julia Sakarova independent contractor agreement for work with LMHS Orchestra
19. Interagency agreements for Special Education instructional services with Benton CSD (1), Cedar Rapids CSD (9), Clayton Ridge CSD (1), College CSD (1), Dubuque CSD (2), Iowa City CSD (1), Marion Independent (8), Mt Vernon CSD (1), PCM (1), SE Polk CSD (1), and Springville CSD (4). *For student confidentiality, exhibits are not provided.*

### **805: Overnight Trip Request – Exhibits 805.1-2**

1. FBLA to attend State Leadership Conference in Cedar Rapids on March 31-April 1
2. Model United Nations to attend spring conference in Cedar Falls on April 3-4

### **806: Financial Reports – Exhibits 806.1-2**

1. School Finance & Cash Balance Reports as of February 29, 2024
2. School Finance & Cash Balance Reports as of February 28, 2025

### **807: Disposition of Obsolete Equipment**

Per Iowa Code (§§ 297.22-25) and Board Policy 902.6, the district will list for sale obsolete equipment and furnishings on GovDeals.com. Items for sale: 2006 Bluebird All American LIFT bus, 2008 Bluebird All American [Engine issue], 2009 Bluebird All American bus, and 2010 Thomas EZ Liners.

## **900: BOARD CALENDAR & COMMUNICATIONS**

### **901: Board Calendar & Communications**

President Lowe Lancaster reviewed the calendar and volunteers were chosen to cover the Marion City Council meetings.

<b>Date</b>	<b>Time</b>	<b>Event</b>	<b>Location</b>
<i>April 1</i>	--	<i>No School – Professional Day/Workday</i>	--
April 3	9:00 AM	Policy Committee	Boardroom
April 3	5:30 PM	Marion City Council ( <i>Thomas</i> )	City Hall
<i>April 8</i>	<i>5:30 PM</i>	<i>Lion Learning On the Road Session</i>	<i>LMHS Cafeteria</i>
April 10	8:30 AM	Finance/Audit Committee (F/AC)	Boardroom
April 14	5:00 PM	LMCSD Board of Directors Meeting & Exempt Session	Boardroom
April 17	5:30 PM	Marion City Council ( <i>Buchholz</i> )	City Hall
<i>April 18</i>	--	<i>No School – Teacher Comp Day</i>	--
April 23	4:30 PM	Educational Leadership Center Ribbon Cutting/Open House	ELC
April 24	4:00 PM	School Improvement Advisory Committee (SIAC)	Boardroom
April 24	4:00 PM	Venture Academics Advisory (VAA)	Venture Room 104/105
April 28	5:00 PM	LMCSD Board of Directors Meeting	Boardroom
<b>Date</b>	<b>Time</b>	<b>Event</b>	<b>Location</b>
May 1	8:30 AM	Board Visit	Westfield Elementary
May 1	10:00 AM	Policy Committee	Boardroom
<i>May 5</i>	<i>7:00 PM</i>	<i>LMHS Senior Recognition Night</i>	<i>LMHS Auditorium</i>
May 8	8:30 AM	Finance/Audit Committee (F/AC)	Boardroom
May 8	5:30 PM	Marion City Council	City Hall

Date	Time	Event	Location
May 12	5:30 PM	LMCSD Board of Directors Meeting	Boardroom
May 14	4:00 PM	LMHS School Counselors Advisory	LMHS College/Career Cntr
May 14	5:30 PM	Lions/Volunteer Awards	Boardroom
May 21	--	LMHS Seniors Last Day	--
May 22	5:30 PM	Marion City Council	City Hall
May 25	1:00 PM	LMHS Graduation Ceremony	Alliant Powerhouse
May 26	--	No School – Memorial Day	--

## **902: Board Committees/Advisories**

### **Required Board Committees/Advisories**

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

### **Additional District Committees/Advisories**

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

## **1000: ADJOURNMENT – Motion 127-03-31**

**MOTION** by Buchholz to adjourn the meeting at 6:12 PM. Second by Walker. Voice vote, all ayes. Motion carried.

\_\_\_\_\_  
Katie Lowe Lancaster, Board President

\_\_\_\_\_  
Jon Galbraith, Board Secretary/Treasurer

**BOARD OF DIRECTORS SPECIAL SESSION  
MARCH 31, 2025 @ 6:30 PM**

**100: CALL TO ORDER & DETERMINATION OF A QUORUM**

The special session of the Linn-Mar Board of Directors was called to order at 6:30 PM in the boardroom of the Educational Leadership Center (3556 Winslow Road, Marion). Roll was taken to determine a quorum. Present: Buchholz, Morey, Thomas, and Lowe Lancaster. Walker arrived at 5:03 PM. Absent: Foss and Mansoor. Administration present: Kortemeyer, Galbraith, Wear, and Nelson. Absent: Ramos, Christian, and Frick.

**200: ADOPTION OF AGENDA – *Motion 128-03-31***

**MOTION** by Morey to adopt the agenda as presented. Second by Walker. Voice vote, all ayes. Motion carried.

**300: PUBLIC HEARING**

A public hearing was held, as required, as part of the district's FY26 Certified Budget Proposed Tax Notice.

**301: Opening Statement**

President Katie Lowe Lancaster read an opening statement regarding the public hearing.

**302: Receive Written Comments**

No written comments were received.

**303: Receive Oral Comments**

President Lowe Lancaster opened the floor to oral comments. Comments were received from Randy Walker, resident; Becky Dunk, resident; and Mike Podoll, resident .

**400: ADJOURNMENT – *Motion 129-03-31***

**MOTION** by Buchholz to adjourn the special session at 6:42 PM. Second by Morey. Voice vote, all ayes. Motion carried.

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Katie Lowe Lancaster, Board President

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Jon Galbraith, Board Secretary/Treasurer

## Linn-Mar Community School District

## IA- Warrants Paid Listing

Criteria

Date Range: 03/27/2025 - 04/09/2025

Fiscal Year: 2024-2025

Vendor Name	Description	Check Total
<b>Fund: AQUATIC CENTER</b>		
FARMERS STATE BANK	EE LIAB-DIR DEP NET PAY	\$2,564.77
INTERNAL REVENUE SERVICE-9343	EE LIAB-MEDICARE	\$44.44
INTERNAL REVENUE SERVICE-9343	EE LIAB-SO SEC	\$190.04
INTERNAL REVENUE SERVICE-9343	ER LIAB-MEDICARE	\$44.44
INTERNAL REVENUE SERVICE-9343	ER LIAB-SOC SEC	\$190.04
INTERNAL REVENUE SERVICE-9343	FEDERAL INCOME TAX WITHHOLDING	\$74.52
TREASURER ST OF IA	STATE INCOME TAX WITHHOLDING	\$16.21
<b>Fund Total:</b>		<b>\$3,124.46</b>
<b>Fund: GENERAL</b>		
ABILITY PHYSICAL THERAPY, P.C.	OTHER PROFESSIONAL SERVICES	\$3,833.33
ACCESS SYSTEMS	GENERAL SUPPLIES	\$1,476.75
ACCUTRAIN CORPORATION	PROF SERV: EDUCATION	\$22,985.00
ADVANTAGE CHIROPRACTIC	PHYSICALS	\$160.00
AHLERS AND COONEY, P.C.	DUES AND FEES	\$1,543.50
ALLIANT ENERGY	ELECTRICITY	\$69,925.95
ARNOLD MOTOR SUPPLY	REPAIR PARTS	\$340.37
ARNOLD MOTOR SUPPLY	SHOP TOOLS/EQUIPMENT	\$27.33
ARNOLD MOTOR SUPPLY	TRANSP. PARTS	\$41.98
ASCENDANCE TRUCKS EASTERN IOWA LLC	TRANSP. PARTS	\$723.89
ASIFLEX	EE LIAB-FLEX DEP CARE	\$17,500.02
ASIFLEX	EE LIAB-FLEX HEALTH	\$16,961.08
ASIFLEX	OTHER PROFESSIONAL SERVICES	\$757.25
AUTO-JET MUFFLER	TRANSP. PARTS	\$432.19
BENTON COMMUNITY SCHOOL DISTRICT	TUITION IN STATE	\$12,444.19
BLUUM OF MINNESOTA, LLC	EQUIPMENT >\$5,000	\$11,383.01
BRECKE	REPAIR/MAINT SERVICE	\$491.80
BUDGET CAR RENTAL	RENTALS EQUIPMENT	\$1,679.52
C.R. GLASS CO	GENERAL SUPPLIES	\$733.00
CAPITAL SANITARY	MAINTENANCE SUPPLIES	\$8,032.41
CEDAR RAPIDS COMM SCH DIST	TUITION OPEN ENROLL	\$424,836.74
CEDAR RAPIDS WINSUPPLY PLUMBING CO	HEAT/PLUMBING SUPPLY	\$1,837.14
CENTRAL PROGRAMS, INC	LIBRARY BOOKS	\$2,040.00
CENTRAL STATES BUS SALES INC	TRANSP. PARTS	\$1,610.20
CENTURYLINK	TELEPHONE	\$352.35
CHIROPRACTIC OF IOWA	PHYSICALS	\$110.00
CITY LAUNDERING COMPANY	GENERAL SUPPLIES	\$182.80
CITY OF MARION	OTHER PROFESSIONAL SERVICES	\$11,487.00
CLAYTON RIDGE COMMUNITY SCHOOL DISTRICT	TUITION IN STATE	\$12,297.60
COLLECTION	EE LIAB-GARNISHMENTS	\$167.40
COLLEGE COMMUNITY SCHOOLS	TUITION IN STATE	\$17,438.10
CRISIS PREVENTION INSTITUTE INC	PROF SERV: EDUCATION	\$4,098.00
CRISIS PREVENTION INSTITUTE INC	Professional Educational Services	\$2,049.00
CROWBAR'S	INSTRUCTIONAL SUPPLIES	\$5.07

# Linn-Mar Community School District

## IA- Warrants Paid Listing

Criteria

Date Range: 03/27/2025 - 04/09/2025

Fiscal Year: 2024-2025

Vendor Name	Description	Check Total
CROWBAR'S	TRANSP. PARTS	\$2.04
DELTA DENTAL OF IOWA	ER LIAB-DENTAL INS	\$50,985.13
DEMCO	GENERAL SUPPLIES	\$248.16
DES MOINES METRO OPERA INC	Foundation EEEG - Instructional Supplies	\$4,165.00
DRY CLEANING PLUS	PROF SERV: EDUCATION	\$732.00
ELECTRICAL ENGINEERING & EQUIPMENT CO.	ELECTRICAL SUPPLY	\$206.81
EMPLOYEE RESOURCE SYSTEMS, INC	OTHER PROFESSIONAL SERVICES	\$1,995.12
FAREWAY STORES	GENERAL SUPPLIES	\$86.90
FAREWAY STORES	INSTRUCTIONAL SUPPLIES	\$201.61
FARMERS STATE BANK	EE LIAB-DIR DEP NET PAY	\$524,362.33
FOLLETT CONTENT SOLUTIONS, LLC	LIBRARY BOOKS	\$80.56
GASWAY CO, J P	GENERAL SUPPLIES	\$422.06
GAZETTE COMMUNICATIONS INC	ADVERTISING	\$938.71
GOODWILL OF THE HEARTLAND	PROF SERV: EDUCATION	\$12,476.00
GREENWOOD CLEANING SYSTEMS	MAINTENANCE SUPPLIES	\$782.42
HAWKEYE FIRE & SAFETY COMPANY	OTHER PROFESSIONAL SERVICES	\$87.00
HOGLUND BUS CO. INC	TRANSP. PARTS	\$11.10
HUPP ELECTRIC MOTORS	HEAT/PLUMBING SUPPLY	\$35.27
HYDRONIC ENERGY	HEAT/PLUMBING SUPPLY	\$521.19
INTERNAL REVENUE SERVICE-9343	EE LIAB-MEDICARE	\$9,771.55
INTERNAL REVENUE SERVICE-9343	EE LIAB-SO SEC	\$41,781.02
INTERNAL REVENUE SERVICE-9343	ER LIAB-MEDICARE	\$9,771.55
INTERNAL REVENUE SERVICE-9343	ER LIAB-SOC SEC	\$41,781.02
INTERNAL REVENUE SERVICE-9343	FEDERAL INCOME TAX WITHHOLDING	\$33,044.84
INTERSTATE BATTERIES OF UPPER IA	TRANSP. PARTS	\$688.70
IOWA HIGH SCHOOL MUSIC ASSOC	DUES AND FEES	\$870.00
JOHNSTONE SUPPLY	HEAT/PLUMBING SUPPLY	\$251.31
KIRKWOOD COMM COLLEGE	PROF SERV: EDUCATION	\$22,766.02
KNIGHT DIANA	INSTRUCTIONAL SUPPLIES	\$150.00
KNOWBE4. INC	COMPUTER SOFTWARE	\$14,492.00
LINDER TIRE SERVICE INC	TIRES AND TUBES	\$1,955.40
LINN CO-OP OIL	DIESEL	\$10,110.00
LINN CO-OP OIL	GASOLINE	\$5,372.00
LITERATI, INC	LIBRARY BOOKS	\$2,570.84
LYNCH FORD	TRANSP. PARTS	\$171.48
LYNCH FORD	VEHICLE REPAIR	\$914.37
MARION INDEPENDENT SCHOOLS	TUITION IN STATE	\$321,869.06
MARION INDEPENDENT SCHOOLS	TUITION OPEN ENROLL	\$14,592.36
MARION IRON CO.	GENERAL SUPPLIES	\$25.00
MARION IRON CO.	INSTRUCTIONAL SUPPLIES	\$32.30
MARION WATER DEPT	WATER/SEWER	\$11,290.30
MENARDS -13127	GENERAL SUPPLIES	\$588.49
MID AMERICAN ENERGY	NATURAL GAS	\$9,438.46
MT VERNON CSD	TUITION IN STATE	\$6,338.70
NAPA AUTO PARTS	TRANSP. PARTS	\$55.90

# Linn-Mar Community School District

## IA- Warrants Paid Listing

Criteria

Date Range: 03/27/2025 - 04/09/2025

Fiscal Year: 2024-2025

Vendor Name	Description	Check Total
NORSOLV SYSTEMS ENVIRONMENTAL SERVICE	OTHER TECH SER	\$54.50
ORKIN PEST CONTROL	OTHER PROFESSIONAL SERVICES	\$245.00
P & K MIDWEST	GROUNDS UPKEEP	\$117.96
PEPPER J.W. & SON, INC	INSTRUCTIONAL SUPPLIES	\$201.96
PERFORMANCE HEALTH SUPPLY, LLC	GENERAL SUPPLIES	\$180.93
PLUMB SUPPLY CO.	HEAT/PLUMBING SUPPLY	\$726.13
POINTCORE GRAPHIC SOLUTIONS	GENERAL SUPPLIES	\$663.75
PUSH-PEDAL-PULL	GENERAL SUPPLIES	\$979.99
RELAYHUB LLC	DATA PROCESSING AND	\$6,026.29
ROCHESTER ARMORED CAR CO INC	GENERAL SUPPLIES	\$365.56
SADLER POWER TRAIN	TRANSP. PARTS	\$64.06
SCHOLASTIC BOOK FAIR INC	LIBRARY BOOKS	\$2,597.04
SCHOOL BUS SALES	TRANSP. PARTS	\$609.05
SENSO US OFFICE	COMPUTER SOFTWARE	\$40,200.00
SIGN PRO	GENERAL SUPPLIES	\$54.00
SOUTHEAST POLK COMM SCHOOL DISTRICT	TUITION IN STATE	\$24,889.50
SPRINGVILLE COMMUNITY SCHOOLS	TUITION IN STATE	\$23,850.90
STANDARD BEARINGS	MAINTENANCE SUPPLIES	\$84.18
THE SHREDDER	OTHER PROFESSIONAL SERVICES	\$732.00
TREASURER ST OF IA	STATE INCOME TAX WITHHOLDING	\$14,278.49
TYLER TECHNOLOGIES INC	OTHER PROFESSIONAL SERVICES	\$340.00
VAN METER CO	ELECTRICAL SUPPLY	\$1,334.74
VERIZON WIRELESS	TELEPHONE	\$1,411.98
WALSH DOOR & HARDWARE	MAINTENANCE SUPPLIES	\$540.00

**Fund Total: \$1,929,564.06**

**Fund: LOCAL OPT SALES TAX**

OPN ARCHITECTS, INC.	ARCHITECT	\$32,134.24
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**Fund Total: \$32,134.24**

**Fund: NUTRITION SERVICES**

ANDERSON ERICKSON DAIRY CO	PURCHASE FOOD	\$18,271.03
BMO MASTERCARD	GENERAL SUPPLIES	\$118.86
BMO MASTERCARD	PURCHASE FOOD	\$170.35
EMS DETERGENT SERVICES	GENERAL SUPPLIES	\$3,745.89
FARMERS STATE BANK	EE LIAB-DIR DEP NET PAY	\$69,750.21
INTERNAL REVENUE SERVICE-9343	EE LIAB-MEDICARE	\$1,289.93
INTERNAL REVENUE SERVICE-9343	EE LIAB-SO SEC	\$5,515.46
INTERNAL REVENUE SERVICE-9343	ER LIAB-MEDICARE	\$1,289.93
INTERNAL REVENUE SERVICE-9343	ER LIAB-SOC SEC	\$5,515.46
INTERNAL REVENUE SERVICE-9343	FEDERAL INCOME TAX WITHHOLDING	\$3,021.52
MARTIN BROTHERS DISTRIBUTING CO., INC	PURCHASE FOOD	\$28,571.20
PERFORMANCE FOODSERVICE - CEDAR RAPIDS	GENERAL SUPPLIES	\$3,729.49
PERFORMANCE FOODSERVICE - CEDAR RAPIDS	PURCHASE FOOD	\$54,258.90
SCHOOL NUTRITION ASSOCIATION	DUES AND FEES	\$58.00
TREASURER ST OF IA	STATE INCOME TAX WITHHOLDING	\$1,782.82

# Linn-Mar Community School District

## IA- Warrants Paid Listing

Criteria

Date Range: 03/27/2025 - 04/09/2025

Fiscal Year: 2024-2025

Vendor Name	Description	Check Total
<b>Fund: PHY PLANT &amp; EQ LEVY</b>		<b>Fund Total: \$197,089.05</b>
ASSETWORKS USA INC	COMPUTER SOFTWARE	\$2,516.80
DRYSPACE INC	CONSTRUCTION SERV	\$607.63
LYNCH FORD	VEHICLES	\$124,449.00
STEC EQUIPMENT INC	EQUIPMENT >\$5,000	\$13,681.44
TRANSPORTANT INC	EQUIPMENT >\$5,000	\$6,995.00
TYLER TECHNOLOGIES INC	COMPUTER SOFTWARE	\$13,932.00
WALSH DOOR & HARDWARE	CONSTRUCTION SERV	\$13,890.00
<b>Fund: SALES TAX REVENUE BOND CAP PROJECT</b>		<b>Fund Total: \$176,071.87</b>
BMO MASTERCARD	FURNITURE & FIXTURES	\$105.47
CR SIGNS, INC	FURNITURE & FIXTURES	\$8,914.00
<b>Fund: STUDENT ACTIVITY</b>		<b>Fund Total: \$9,019.47</b>
ANKENY SCHOOLS	DUES AND FEES	\$200.00
BAREFOOT CAMPUS OUTFITTER	GENERAL SUPPLIES	\$992.00
BOUNCE ATHLETICS, INC	GENERAL SUPPLIES	\$823.75
BSN SPORTS	GENERAL SUPPLIES	\$4,945.75
CEDAR RAPIDS WASHINGTON HIGH SCHOOL	DUES AND FEES	\$120.00
COE COLLEGE	DUES AND FEES	\$200.00
COPYWORKS	GENERAL SUPPLIES	\$83.40
DRIVEN COFFEE	GENERAL SUPPLIES	\$4,776.00
FUSIONSITE MIDWEST LLC	DUES AND FEES	\$201.78
HUNTERS RIDGE GOLF COURSE	GENERAL SUPPLIES	\$100.00
IOWA HIGH SCHOOL ATHLETIC ASSOC	GENERAL SUPPLIES	\$150.00
JAZZ EDUCATORS OF IOWA	DUES AND FEES	\$150.00
KAISER RACHEL	OTHER ACT INCOME	\$32.00
KENNEDY HIGH SCHOOL	DUES AND FEES	\$400.00
KIWANIS YOUTH PROGRAMS	DUES AND FEES	\$16.00
MENARDS -13127	GENERAL SUPPLIES	\$167.59
MH ADVERTISING SPECIALTIES	GENERAL SUPPLIES	\$35.00
SOCCER INNOVATIONS	GENERAL SUPPLIES	\$5,439.95
SOCCER MASTER	GENERAL SUPPLIES	\$145.00
SPORTS IMPORTS	GENERAL SUPPLIES	\$3,279.60
WAVERLY-SHELLROCK HIGH SCHOOL	DUES AND FEES	\$100.00
WEST HIGH SCHOOL	DUES AND FEES	\$185.00
<b>Fund Total:</b>		<b>\$22,542.82</b>
<b>Grand Total:</b>		<b>\$2,369,545.97</b>

End of Report

**ORDER / QUOTE**

REF-068583

**QUOTE FOR:****REQUESTED BY:****SUBSCRIPTION PERIOD:**ATTN: **Accounts Payable**

Nathan Wear

Start Date: **Jul 1, 2025**

Linn Mar Community School District

Linn Mar Community School District

End Date: **Jun 30, 2026**

3556 Winslow Road

3556 Winslow Road

Duration: **12 months**

Marion, IA 52302 - 8978

Marion, IA 52302 - 8978

PRODUCT	QTY	ANNUAL RATE	PRICE	SUBTOTAL
Xello for High School ▼	2,275	<b>\$5.41</b> Per Student Reg \$5.95	\$5.41 9% (\$0.54) discount	\$12,307.75
Xello for Middle School ▼	1,140	<b>\$4.65</b> Per Student Reg \$5.25	\$4.65 11% (\$0.60) discount	\$5,301.00

**NOTES:****GRAND TOTAL:****\$17,608.<sup>75</sup>**

USD

Xello Terms of Use Agreement

W8 Form

Billing + Renewals FAQ's



amandas@xello.world



Phone: +1 (800) 965-8541 Ext.269

1867 Yonge Street • Suite 502 • Toronto, ON M4S 1Y5 • Canada

Board President Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_





# Document G701® – 2017

## Change Order

<b>PROJECT:</b> <i>(Name and address)</i> 22216000 Linn-Mar Performance Venue 3111 Tenth Street Marion, IA 52302	<b>CONTRACT INFORMATION:</b> Contract For: General Construction  Date: 02/05/2024	<b>CHANGE ORDER INFORMATION:</b> Change Order Number: 006  Date: 04/04/2025
<b>OWNER:</b> <i>(Name and address)</i> Linn-Mar Community School District 2999 North Tenth Street Marion, IA 52302	<b>ARCHITECT:</b> <i>(Name and address)</i> OPN Architects 200 Fifth Avenue SE, Suite 201 Cedar Rapids, IA 52401	<b>CONTRACTOR:</b> <i>(Name and address)</i> McComas-Lacina Construction 1310 Highland Court Iowa City, IA 52240

### THE CONTRACT IS CHANGED AS FOLLOWS:

*(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)*

COR 027	ITC-029	Buffer Tank Isolation Valves	\$ 6,787.48
COR 028	RFI-095	Storm Shelter Restroom Chase	\$ 265.77
COR 029	ITC-030	Additional Steel	\$ 1,038.47

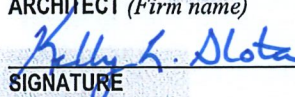

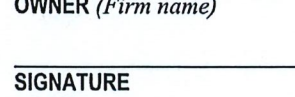
**TOTAL:** \$ 8,091.72

The original Contract Sum was	\$ 25,507,000.00
The net change by previously authorized Change Orders	\$ -114,706.74
The Contract Sum prior to this Change Order was	\$ 25,392,293.26
The Contract Sum will be increased by this Change Order in the amount of	\$ 8,091.72
The new Contract Sum including this Change Order will be	\$ 25,400,384.98

The Contract Time will be increased by Zero (0) days.  
The new date of Substantial Completion will be

**NOTE:** This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

### NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

<u>OPN Architects</u> <b>ARCHITECT</b> <i>(Firm name)</i>	<u>McComas-Lacina Construction</u> <b>CONTRACTOR</b> <i>(Firm name)</i>	<u>Linn-Mar Community School District</u> <b>OWNER</b> <i>(Firm name)</i>
 <b>SIGNATURE</b>	 <b>SIGNATURE</b>	 <b>SIGNATURE</b>
Kelly Slota, Construction Administrator <b>PRINTED NAME AND TITLE</b>	Phil Keppler <b>PRINTED NAME AND TITLE</b>	Katie Lowe Lancaster, Board President <b>PRINTED NAME AND TITLE</b>
04/04/2025 <b>DATE</b>	4/4/25 <b>DATE</b>	<b>DATE</b>

## AGREEMENT

This Agreement (this “Agreement”) is entered into effective as of August 1, 2023, by and between Four Oaks Family and Children’s Services (“Four Oaks”), whose address for the purposes of this Agreement is Mary Beth O’Neill, President and CEO, Four Oaks Family and Children’s Services, 5400 Kirkwood Boulevard SW, Cedar Rapids, IA 52404, and Linn-Mar Community School District (“LMCSD”), whose address for purposes of this Agreement is 2999 N. Tenth Street, Marion, IA 52302.

## RECITALS

WHEREAS, LMCSD has requested that Four Oaks provide certain supervision services during bus transportation of Four Oaks clients to and from school; and

WHEREAS, Four Oaks is willing to provide the services on the terms and conditions set out in this Agreement; and

WHEREAS, LMCSD and Four Oaks wish to set out the terms and conditions of the contract between the parties in this written agreement.

## AGREEMENT

THEREFORE, for good and valuable consideration, the sufficiency of which is agreed to by the parties, the parties hereby agree as follows:

1. Term; Termination. The term of this Agreement commenced on July 1, 2025, will continue until June 30, 2026. Either party may terminate this Agreement without cause upon a seven (7) day written notice sent via regular, first-class U.S. Mail to the other party at the address noted above which notice shall be deemed delivered when the notice is deposited with postage fully prepaid.

2. Program Description. LMCSD provides bus transportation to students who reside at the Residential Treatment Center located on Four Oaks’ site at 4000 Highway 151, Marion, Iowa (the “Site”) to and from the school (the “project”).

3. Responsibilities of Four Oaks.

a. Four Oaks will provide two (2) Youth Counselors on the morning and afternoon bus routes on each LMCSD school day when fifteen (15) or more Four Oaks clients are present on the bus. If there are between eleven (11) and fourteen (14) Four Oaks clients present on the bus, then Four Oaks will provide one (1) Youth Counselor. If there are ten (10) or fewer Four Oaks clients present on the bus, no Youth Counselors will be provided as the need for Youth Counselors at the Site will be prioritized.

b. Four Oaks will be responsible for hiring, supervision, and conduct of the Youth Counselors providing services hereunder.

c. Four Oaks will be responsible for providing audio/visual supervision of the Four Oaks clients while riding the LMCSD school bus to and from school.

d. The Four Oaks Youth Counselors will follow all Four Oaks policies and procedures while providing services under this Agreement. LMCSO policies and procedures will not apply to the Youth Counselors.

e. If a crisis situation occurs while the Four Oaks clients are present on the bus, the Youth Counselors will utilize the skills and strategies from The Mandt System training provided by Four Oaks.

f. Services under this Agreement will be limited to the regular morning and afternoon bus routes on LMCSO school days and will not be provided for special events or other than scheduled LMCSO school days.

4. Responsibilities of LMCSO.

a. LMCSO will provide bus transportation to the Four Oaks clients with morning pick up from and afternoon drop off at the Site. LMCSO staff are responsible for providing the transportation and scanning of student's IDs when getting on and off of the bus per LMCSO protocols. After dropping the Four Oaks clients off at the school, the LMCSO bus will immediately return the Youth Counselors to the Site. For the afternoon bus route, the LMCSO bus will pick up the Youth Counselors from the Site, then go to the school and pick up the Four Oaks clients and return the Youth Counselors and Four Oaks clients to the Site.

b. LMCSO bus drivers will follow all LMCSO policies and procedures while transporting the Four Oaks clients.

c. If a crisis situation occurs during the bus transportation of the Four Oaks clients, the LMCSO staff will pull the bus over to a safe location to allow the Youth Counselors to respond to the crisis. While the Youth Counselors are responding to the crisis, the LMCSO staff will supervise the Four Oaks clients who are not involved in the crisis situation.

d. LMCSO will pay Four Oaks \$491 per week for the 38 weeks of the LMCSO school year, for a total of \$18,683, to be invoiced by Four Oaks in two (2) payments of \$9,341.50 each in December 2025 and March 2026 and to be paid by LMCSO within thirty (30) days after receipt of each of the invoices.

5. Insurance. Both parties shall furnish and keep in full force and effect, at all times during the term of this Agreement, workers' compensation insurance covering their respective staff, employees, and agents. Both parties shall also maintain, at all times during the term of this Agreement and at their own cost, policies of general liability insurance for actions arising out of acts and omissions of each respective staff, employees and agents occurring during the course of their employment and automobile liability insurance (owned and non-owned) related to the use of automobiles by employees while on the job. Each such policy shall provide liability coverage of at least \$1,000,000.00 per person and \$3,000,000.00 per actionable occurrence. Each such policy shall be on an "occurrence" basis. However, if an "occurrence" policy is not available, the parties shall maintain an equivalent "claims made" policy until the expiration of all statutes of limitation applicable to any claim that could arise under this Agreement by virtue of the acts and omissions of each party or their respective staff. Each party shall be named as an insured on each of the respective Commercial General Liability policy(ies), Automobile Liability policy(ies), and shall provide a Waiver of Subrogation on each respective Workers' Compensation policy. All such policies of insurance shall require the insurer to provide notice of impending cancellation to the additional named insureds, in the same manner as it is required to provide such notice to the named

insured. Each party shall provide proof of such insurance coverage to the other party upon execution of this Agreement.

6. Indemnification. LMCSO shall indemnify and hold harmless Four Oaks from and against all damages, losses, and expenses (including but not limited to attorneys' fees) arising out of, resulting from or caused in whole or in part by any third party claim pertaining to any negligent act or omission of LMCSO or any of its employees, agents or the staff regarding the program. Four Oaks shall give prompt written notice of any such claim to LMCSO. LMCSO shall have the right to undertake and conduct the defense of any such claim asserted by a third party. No settlement of any such claim asserted by a third party for which Four Oaks seeks indemnification hereunder may be made by Four Oaks without the consent of LMCSO.

Four Oaks shall indemnify and hold harmless LMCSO from and against all damages, losses, and expenses (including but not limited to attorneys' fees) arising out of, resulting from or caused in whole or in part by any third party claim pertaining to any negligent act or omission of Four Oaks or any of its employees, agents or the staff regarding the services provided hereunder. LMCSO shall give prompt written notice of any such claim to Four Oaks. Four Oaks shall have the right to undertake and conduct the defense of any such claim asserted by a third party. No settlement of any such claim asserted by a third party for which LMCSO seeks indemnification hereunder may be made by LMCSO without the consent of Four Oaks.

7. Counterparts; Electronic Signatures. This Agreement may be executed in two or more counterparts, each of which shall be deemed an original but all of which together shall constitute one and the same instrument. Electronic or scanned signatures hereon shall be deemed to be original signatures, valid and enforceable for all purposes under this Agreement.

8. Governing Law. This Agreement shall be interpreted under the laws of the State of Iowa without regard to its choice of law provisions.

9. Entire Agreement; Amendment. This Agreement contains the entire understanding of the parties. It may not be changed orally, but only by an agreement that is in writing and signed by the party against whom enforcement of any change, modification, extension or discharge is sought.

[SIGNATURES ON NEXT PAGE]

Dated this \_\_\_\_ day of \_\_\_\_\_, 2023.

FOUR OAKS FAMILY AND CHILDREN'S SERVICES

By: \_\_\_\_\_  
Mary Beth O'Neill, President and CEO

LINN-MAR COMMUNITY SCHOOL DISTRICT

By: \_\_\_\_\_  
\_\_\_\_\_, Board of Education President

By: \_\_\_\_\_  
\_\_\_\_\_, Board of Education Secretary





# 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 KATHY McKEY, 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:** Classroom program
2. **GROUP/DEPARTMENT WORKING WITH:** Black Park Zoo
3. **AMOUNT OF PAYMENT:** \$155

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 April 25, 2025, 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 27<sup>th</sup> day of March, 2025.

**Title:** Education Coordinator

Title: School Board President

Revised 1.30.25