



# Name Proposal

*New Administrative Building  
and Former LRC*

# Committee

- **Staff:** Mr. Nietert, Mr. Hutcheson, Renee Nelson and Ryley Seymour
- **Students:** Kiya Hinkel, Mehal Raghvani, Allie Katuin, Lily Spaete, Lexi Lawrence, and Prince Prens
  - Includes two students from High School Student Council, two from Venture Academics and two from Compass.

# Naming Process



**Former Learning  
Resource Center (LRC)**



**Administration  
Building**

- Established guidelines for the naming of both buildings (matching the guidelines used for naming Hazel Point and Boulder Peak).
- Built a Google Form and promoted it to collect name suggestions:
  - Created posters with QR codes to share in buildings and in academic assemblies.
  - Wrote announcements for LMTV.
  - Shared with the community through principal and district newsletters, social media and the district website.

# Scoring Criteria

- We created scoring criteria to evaluate the suggestions\*:
  - Relevance
  - Memorability
  - Pronunciation
  - Distinctive
  - Overall Impression

*\*We reviewed suggestions from our form, as well as those names suggested and not selected for Boulder Peak and Hazel Point.*



# Name Recommendation for Former LRC



## Academic Excellence Center

### Why?

- We strongly felt that the “Learning Resource Center” was no longer a good fit for this building.
- Just like the Colton Center and the Learning Center are dedicated, specific spaces located within our high school, this name identifies another distinctive space used for other high school learning.
- The name “Academic Excellence Center” is inclusive of students from Venture, Atlas and Compass, all of which utilize this building.

# Name Recommendation(s) for the Admin Building



Creekside Administrative Building  
Ridgeview Administrative Center  
Educational Leadership Center

## Why?

- We have three recommendations for the Board to consider for this building.
  - We considered historical and geographical connections to this new building, and felt that these best fit the location and function of the building.
  - We also agreed that it may help the general public understand the purpose of the building by plainly and clearly defining the purpose in the name.



# THANK YOU!



Mehal Raghwani  
Kiya Hinkel



# LINN-MAR COMMUNITY SCHOOL DISTRICT

YEAR-ENDED JUNE 30, 2024

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**Bohnsack & Frommelt LLP**  
Certified Public Accountants



# Audits Completed and Deliverables

- Audits Completed
  - Financial Statement Audit
  - Government Auditing Standards Audit
  - Federal Single Audit
- Deliverables
  - Annual Comprehensive Financial Report
  - Board Communication Letter
  - Control Deficiency Letter

# June 30, 2024 Audit Summary

- **Financial Statement Audit**
  - Unmodified opinion on financial statements
- **Government Auditing Standards Audit**
  - No compliance findings
  - No material weaknesses in internal controls
  - Other findings related to statutory reporting
- **Single Audit**
  - Child Nutrition Cluster
  - Unmodified opinion on compliance
  - No findings

Linn Mar

Fall 2024 Survey Report

**Teach Upbeat Review**



# SY24-25 GOALS

## People & Culture

### Linn Mar Strategic Plan

- ***People and Culture***

- **(Short Term) 4.2; 4.3; 4.4** – During the 2024-2025 school year, we recognize that the retention rate for certified staff will have gone down from fall of 2023 to fall of 2024 due to budget constraints and early separation and therefore plan to implement targeted recruiting and retention strategies for hard to fill positions (for certified and classified staff ) particularly concentrating on special education positions.
- **(Long Term) 4.2; 4.3** – By the end of the 2028-2029 school year, the certified staff retention rate will increase by 3.1% from 89.9% in 2021-2022 to 93% in 2028-2029.



## Participation Rate

Staff Type	Total Completions	Percent
Teachers	442	85%
Staff	252	75%
Department	110	46%

Response to question within the category

Category

Overall Category Score



## Satisfaction & Purpose (92% positive)

- Q65: 95% of teachers agreed that the work they do each day has a lasting positive impact on students. (Even compared to Global Cluster Fall 2024).



Upbeat national clients



# Retention

## Teachers: Future Commitment (93% positive)

- **Q67: 93% of teachers agreed** that they can see themselves teaching at their school for at least the next year. (**+4% compared to Global Cluster Fall 2024**)

## Staff: Future Commitment (84% positive)

- **Q48: 86% of staff agreed** that they can see themselves working at their school for at least the next year. (**Even with Global Cluster Fall 2024**)

## Department: Future Commitment (83% positive)

- **Q47: 89% of department staff agreed** that they can see themselves working in their department for at least the next year. (**Even with Global Cluster Fall 2024**)



# Areas of Strength - Teachers

- **Satisfaction & Purpose (92% positive)**
  - **Q65: 95% of teachers agreed** that the work they do each day has a lasting positive impact on students. (**Even compared to Global Cluster Fall 2024**).
- **Care & Commitment (95% positive)**
  - **Q62: 98% of teachers agreed** that the teachers at their school care about the wellbeing of others. (**+1% compared to Global Cluster Fall 2024**).
- **Equal Opportunities (97% positive)**
  - **Q55: 96% of teachers agreed** that administrators at their school value the perspectives of teachers from different races, ethnicities, and cultures. (**+3% compared to Global Cluster Fall 2024**).





# Areas of Strength - School Based Staff

- **Equal Opportunities (92% positive)**
  - **Q7: 87% of staff agreed** that the principal at their school looks out for the wellbeing of employees. (+3% compared to **Global Cluster Fall 2024**)
- **Care & Commitment (91% positive)**
  - **Q44: 97% of staff agreed** that employees at their school care about the wellbeing of students. (+4% compared to **Global Cluster Fall 2024**)
- **Satisfaction & Purpose (89% positive)**
  - **Q46: 92% of staff agreed** that they find a sense of purpose in the work they do each day. (-1% compared to **Global Cluster Fall 2024**)



# Areas of Strength - Department Based Staff

- **Self Efficacy (86% positive)**
  - **Q21: 86% of staff agreed** that they feel successful as an employee. (Same as **Global Cluster Fall 2024**)
- **Satisfaction & Purpose (84% positive)**
  - **Q45: 91% of staff agreed** that they find a sense of purpose in the work they do each day. (-1% compared to **Global Cluster Fall 2024**)
- **Work/Life Balance (81% positive)**
  - **Q17: 79% of staff agreed** that they feel confident that they can maintain their daily workload for the long term. (+2% compared to **Global Cluster Fall 2024**)



# Areas of Opportunity - Teachers

- **Compensation & Career Path (55% positive)**
  - **Q47: 47% of teachers agreed** that they are satisfied with how much their salary will increase over time as a teacher. (+6% compared to **Global Cluster Fall 2024**)
- **Work/Life Balance (62% positive)**
  - **Q26: 57% of teachers agreed** that the workload expected of teachers at my school is reasonable (-3% compared to **Global Cluster Fall 2024**).
- **Professional Development (66% positive)**
  - **Q5: 53% of teachers agreed** that the professional development organized by my district helps improve their teaching. (-13% compared to **Global Cluster Fall 2024**).



# Areas of Opportunity - Classified Staff

## School-Based

- **Professional Development (50% positive)**
  - **Q2: 44% of staff agreed** that professional development helps them improve their work. (-19% compared to **Global Cluster Fall 2024**)
- **Compensation & Career Path (31% positive)**
  - **Q31: 25% of staff agreed** that they are satisfied with the salary they earn as an employee at their school. (-18% compared to **Global Cluster Fall 2024**)

## Department

- **Professional Development (52% positive)**
  - **Q2: 45% of staff agreed** that professional development helps them improve their work. (-13% compared to **Global Cluster Fall 2024**)
- **Compensation & Career Path (43% positive)**
  - **Q30: 43% of staff agreed** that they are satisfied with their salary in their department.
  - (-12% compared to **Global Cluster Fall 2024**)



## Critical Feedback:

The district did not specifically ask for positive feedback. Rather, the following statement was presented to employees to gather feedback regarding possible concerns and/or issues and provide suggestions for the district to consider.

*If you disagreed or strongly disagreed with any of the statements in this survey, please share your thoughts in the space below. Your comments are important for understanding your perspective and addressing any concerns. Feel free to elaborate on specific issues or suggest improvements.*

# Feedback Themes

## ***Salary & Resources:***

- Salaries are not updated to reflect the increased cost of living.
- Teacher salary schedule should continue to move based on years of experience and education, rather than freeze at certain points if an employee chooses not continue classes.
- More opportunities to create supplemental income.
- Frustrations with the inability to print and access materials.
- Schools not well funded.
- Workload constantly increasing.
- Wellbeing and health of teachers/staff is not prioritized.
- Not enough staff.





# Feedback Themes

## Continued:

### ***Autonomy:***

- The implementation of curriculum, pacing guides, and print restrictions have impacted teacher autonomy and professional judgment over instructional practices.

### ***Professional Development:***

- Need more input into district professional development sessions.
- Need more work time to learn new curriculum/initiatives.
- Need professional development for classified staff.
- Need time to collaborate.



# Next Steps

- Review final data and feedback with District Administrators.
- Review final data and feedback with Principals, Managers and Supervisors.
- Utilize Leadership Team to brainstorm possible solutions and find resources to improve employee engagement.





# District Honors & Highlights

## February 10, 2025

**Venture Academics Highlight:** Thanks and kudos to the following Venture Academics students, teachers, and staff for a great presentation during the recent Day on the Hill event at the State Capitol sponsored by the Iowa Association of School Boards: Lucas Digmann, Katelyn Castor, Emma Larson, MacLynn Hannan, Kyra Bassett, Reina Gilbertson, Chelsea Dill (Teacher), Kathleen Kelley (Teacher), Elyssa McDowell (Venture Academics Strategic Partner Coordinator), and Mark Hutcheson (Director of High School Teaching & Learning).

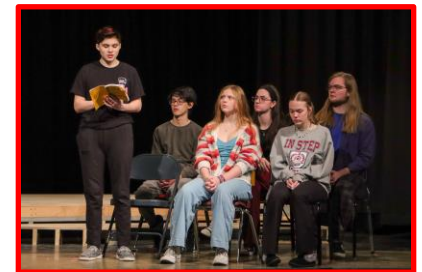


**Band Honors:** Congratulations to the Hazel Point 6th Grade Band, the LMHS Wind Ensemble, and the LMHS Colton Center Jazz Ensemble for being selected as the Honor Bands for the 98th Annual Iowa Bandmasters Association Conference. Congratulations are also extended to Directors, Stephanie Nuss, Aaron Nuss, and Jennifer Tiede. The conference will be held in Des Moines on May 15th and 16th. [Click here for more information](#)



**Student Highlight:** Congratulations to Edwin Ramos, LMHS Senior, for being awarded the Mount Mercy University Elevate Award/Scholarship for service and leadership within the community. Edwin was recognized for his impressive GPA, strong interpersonal skills, and remarkable leadership with his peers, soccer teammates, and community.

**High School Theatre Highlight:** Congratulations to all the LMHS thespians on their successful performance of *The Laramie Project* on January 30th and 31st



**Vocal Honor:** Congratulations to Trent Buglewicz, LMHS Vocal Music Teacher, for being named as one of *The Gazette's* Excellence in the Arts Youth Advocate Honorees for his work with students in vocal arts.

[Click here for more information](#)

**Athletic Honors:** Congratulations 20 Linn-Mar High School student athletes who signed National Letters of Intent on February 5th. [Click here for more information](#)



**Poms Honor:** Congratulations to the LM Varsity Poms for earning third place in the Large Varsity Division I Poms and sixth place in the the Large Varsity Division I Jazz during the Universal Dance Association Nationals event in Orlando, Florida.

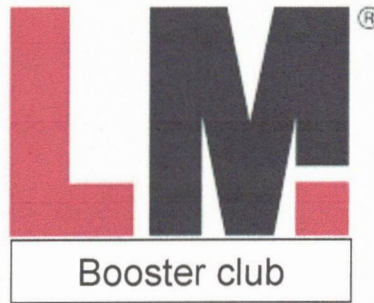
**Art Honors** Congratulations to LMHS Senior Emma Larson who is the recipient of the Gold Key Award in the Scholastic Arts and Writing Regional Competition for her self-portrait entitled, *Colors Beyond the Naked Eye*. Congratulations are also extended to Junior Gavin Hatcher and Senior Mya Furnish for receiving Honorable Mentions for their CD cover designs in the Corridor Jazz Project. [Click here for more information](#)



CD cover design by Mya Furnish



CD cover design by Gavin Hatcher



9/16/24

To the Linn-Mar School Board,

In the early 1990's Pete King became a member of the Linn-Mar Booster Club. No one, not even Pete, could recall the exact year he began his storied volunteer career. Pete was witness to the growth of Linn-Mar and he grew along with it. When he started, there were 2 concession stands. Now we have 8.

Even after Pete's two sons graduated from Linn-Mar, he could still be found volunteering countless hours of his time at the concession stands. From accepting soda and candy deliveries, to prepping food, popping popcorn, to managing the other volunteer workers at nearly every event, Pete's devotion to Linn-Mar is unmatched. If there was a sporting event, he was there. Often, after getting volunteers trained, you'd see him in the crowd, watching Linn-Mar athletes. There was a spot at the stadium and the high school for his bleacher seat and his lawn chair was always in the Ball Complex.

Pete was a fixture at Linn-Mar. It is not an exaggeration to say Pete knew everyone and everyone knew Pete. While he enjoyed watching athletics, he loved working with students and parents from all aspects of Linn-Mar, often asking about concerts or events the kids had recently had. Pete amazed us with his knowledge of all the goings-on at Linn-Mar.

The current Booster Club would like to honor Pete's legacy by naming one of Linn-Mar's concession stands in his memory. After discussing with Pete's wife Jan, we propose naming the concession stand at the Ball Complex after Pete King. He loved baseball. Pete was at all athletic events, and you'd see him in the stands at basketball or volleyball games. But only for baseball did he have the goal of seeing as much of a game as he could. The Booster Club will be adding a bench in Pete's honor to the Ball Complex. It seems appropriate to name the concession stand at the facility of the sport he loved most in memory of Pete.

The Linn-Mar Booster Club is proposing that the name of the Ball Complex concession stand be officially named the Pete King Concession Stand.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Kristen Beech', with a large, sweeping flourish at the end.

Kristen Beech, President of the Linn-Mar Booster Club





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

## **BOARD OF DIRECTORS MINUTES JANUARY 27, 2025**

[Click here for YouTube recording](#)

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

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

### **200: ADOPTION OF AGENDA – *Motion 91-01-27***

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

### **300: PUBLIC HEARING – Refer to Exhibit 801.1** *(SPG #1-Community Engagement)*

A public hearing was held on the plans and specifications of the Excelsior Middle School roof replacement project. No comments were received.

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

No comments were received.

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

The Board of Directors highlighted the Supernova show choir event, various athletic successes, congratulated Marion Independent School District on their new performing arts centers and congratulated the Linn-Mar High School seniors who have received college acceptance letters.

### **600: INFORMATIONAL REPORTS**

#### **601: Volunteer Program Report – Exhibit 601.1** *(SPG #1-Community Engagement)*

Angela Burke, Community Relations Coordinator, reported on the district's volunteer program including extending thanks to the volunteer coordinators; volunteer statistics from the 2023-24 school year (1,787 approved volunteers shared 20,155 hours); various volunteer trends; volunteer efforts with America Reads Day, Encourage a Reader, and volunteer workshops; and statistics on the number of volunteers needed for Supernova (769), Opera Iowa (56), and JA BizTown (125).

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

Director Buchholz reported that during the January 22<sup>nd</sup> F/AC meeting the committee reviewed the FY24 audit, the sale of bonds, the need for a new scoreboard at the stadium, current construction projects and maintenance needs, and a retention bonus for Student Support Associates.

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

Director Thomas reported that during the January 23<sup>rd</sup> Marion City Council meeting the annexation and rezoning of land near Lowe Park was approved and grant funding for the Tower Terrace Road project was discussed.

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

Director Thomas shared the names of current our representatives and reported that some of the bills legislators are discussing in the current session are Supplemental State Aid (SSA) and various educational bills ranging from curriculum issues to student health issues.

**605: Superintendent's Report – Exhibit 605.1** (SPG #1-Community Engagement)

Superintendent Kortemeyer thanked Angela Burke for her volunteer program presentation and also thanked the many volunteers; shared several district highlights and honors; shared information on the *Roar Like a Lion* registration event for preschoolers, junior kindergarteners, and kindergarteners; shared information on a district-offered wraparound childcare service for preschoolers, reviewed her recent meeting/event attendance, and reported on the current construction projects.

**700: UNFINISHED BUSINESS**

**701: Second Reading of Policy Recommendations – Exhibit 701.1**

(BG #1.c-Visionary Team) – **Motion 92-01-27**

**MOTION** by Walker to approve the second reading of the policy recommendations as presented in Exhibit 701.1. Second by Thomas. Discussion regarding using “district” versus “school district” in all policies. The board agreed to utilize the word “district” and to update policies during scheduled reviews.

**AMENDED MOTION** by Walker to approve the second reading of the policy recommendations as presented in Exhibit 701.1, with the removal of the word “school” prior to the word “district.” Second by Thomas. Voice vote, all ayes. Motion carried.

**800: NEW BUSINESS**

**801: Approval of Plans & Specifications – Exhibit 801.1 – Motion 93-01-27**

**MOTION** by Buchholz to approve the plans and specifications for the Excelsior Middle School roof replacement project as presented in Exhibit 801.1. Second by Mansoor. Voice vote, all ayes. Motion carried. (SPG #5 Resource Management)

**802: Approval of Acceptance of Gift – Exhibit 802.1 – Motion 94-01-27**

**MOTION** by Morey to approve the acceptance of a Rifton R130 trike for the Hazel Point Intermediate Special Education Program with the value of \$3,265.00, gifted by Becky Lutgen Gardner per *Linn-Mar Policy 802.7-Gifts, Grants, and Bequests*. Second by Walker. The board thanked the family for their donation. Voice vote, all ayes. Motion carried.

**803: Approval of Student Support Associates Retention Bonus**

*(SPG #4 People & Culture / BG #3.a-District Culture)* – **Motion 95-01-27**

**MOTION** by Walker to approve the distribution of a one-time retention bonus of \$500.00 to current and new Student Support Associates who are employed by the district from March 3, 2025, through June 4, 2025, with payment reflected on their July 3, 2025, paychecks. Second by Mansoor. Voice vote, all ayes. Motion carried.

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

**MOTION** by Buchholz to approve the consent agenda as presented. Second by Walker. Congratulations were shared with Tony Nicol on his retirement. Voice vote, all ayes. Motion carried. – **Motion 96-01-27**

**901: Personnel**

**Certified Staff: Assignments/Reassignments/Transfers**

Name	Assignment	Dept Action	Salary Placement
Bowman, Amy	District: From Instructional Coach to IC Principal	3/1/25	\$100,000/year
Espinosa, Carrie	District: Nurse	2/5/25	LMEA Nurse, Step 7

**Certified Staff: Resignation**

Name	Assignment	Dept Action	Reason
Nicol, Tony	LMHS: Academic Assistance Counselor	5/30/25	Retirement

**Classified Staff: Assignments/Reassignments/Transfers**

Name	Assignment	Dept Action	Salary Placement
Begley, John	TR: From Regular Sub to Bus Driver	1/14/25	Same
Curtis, Elizabeth	O&M: HP Custodian	1/13/25	LMSA C, Step 1
Dirks, Jennifer	Business Office: From Accts Receivable to Accts Payable Specialist	1/13/25	\$24.00/hour
Garrison, Billy	O&M: NE Custodian	1/13/25	LMSA C, Step 1
Haars, Lucy	AC: Aquatic Instructor	12/20/24	\$12.00/hour
Johnson, Marga	O&M: From HP 1.0 Custodian to EH .75 Custodian	1/13/25	Same
Kruger, Tiffany	LMHS: Student Support Associate	1/14/25	LMSEAA A, Step 1
Murphy, Tamara	BP: Student Support Associate	1/21/25	LMSEAA A, Step 1
Nash, Meredith	AC: Aquatic Instructor	1/20/25	\$12.00/hour
Paulson, Leah	NE: High School Student Associate	1/14/25	\$12.00/hour
Vijay Kumar, Dhipmala	NS: BW General Help	1/21/25	PTNS, Step 1
Wild, Brianna	From LG to BP Student Support Assoc	2/3/25	Same
Zieser, Abigail	LG: High School Student Associate	1/14/25	\$12.00/hour

**Classified Staff: Resignation**

Name	Assignment	Dept Action	Reason
Anderson, Diane	NS: WF General Help	1/31/25	Personal
Eciba, Angela	BW: Student Support Associate	1/31/25	Personal

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

Name	Assignment	Dept Action	Salary Placement
Geers, Mike	LMHS: Assistant Girls Wrestling Coach	11/4/24	\$800
Ginty, Natalie	OR: Math Counts Sponsor	1/6/25	\$1,000
Naaktgeboren, Erik	LMHS: Assistant Girls Wrestling Coach	11/4/24	\$1,000
Orr, Duane	LMHS: Head Varsity Football Coach	1/27/25	\$8,980

**Co/Extra-Curricular Staff: Resignation**

Name	Assignment	Dept Action	Reason
Bolinder, Kiley	OR: Assistant 8 <sup>th</sup> Gr Volleyball Coach	1/17/25	Personal
Ginty, Natalie	OR: Assistant 7 <sup>th</sup> Gr Volleyball Coach	1/17/25	Personal

**902: Approval of January 13<sup>th</sup> Board Minutes – Exhibit 902.1****903: Approval of Bills/Warrants – Exhibit 903.1****904: Approval of Contracts/Agreements – Exhibits 904.1-8**

1. Day #2 of AccuTrain Responsibility-Centered Discipline training for the high school staff
2. Newsela agreement for Excelsior and Oak Ridge for the 2025-26 school year
3. Iowa Blueprint for Change reapproval due to two updates to the agreement
4. Orchestra Iowa agreement for Ensembles and Visiting Artists in Schools program
5. Elkay Manufacturing release and settlement agreement
6. Foodservice Cedar Rapids property damage release
7. Hy-Vee commercial licensing agreement
8. Elizabeth McGlynn independent contractor agreement for work with Bowman Woods music

**905: Fundraising Requests – Exhibits 905.1 thru 905.4**

1. Boys Soccer to host apparel sales to raise funds for training bibs/jerseys
2. LMHS URenew to host t-shirt sales for future wildlife restoration projects
3. LMHS Baseball to host youth camp to raise funds for a new pitching machine
4. LMHS Baseball to host sale of Leading Edge discount cards to pay volunteer coaches

**906: Overnight Trip Request – Exhibit 906.1**

1. Varsity Volleyball to attend elite training camp in Lincoln, Nebraska on July 17-19

**907: Informational Financial Reports – Exhibits 907.1a-b and 907.2a-b**

1. School Finance and Cash Balance Reports as of 11/30/23 and 11/30/24
2. School Finance and Cash Balance Reports as of 12/31/23 and 12/31/24

# **1000: BOARD CALENDAR & COMMUNICATIONS**

## **1001: Board Calendar & Communications**

<b>Date</b>	<b>Time</b>	<b>Event</b>	<b>Location</b>
<i>January 28</i>	<i>9:00 AM</i>	<i>IASB Day on the Hill</i>	<i>Des Moines</i>
<b>Date</b>	<b>Time</b>	<b>Event</b>	<b>Location</b>
February 3	1:00 PM	Policy Committee	Boardroom
February 5	4:15 PM	Career & Technical Education Advisory (CTE)	LMHS Room E-130
February 6	8:30 AM	Finance/Audit Committee (F/AC)	Boardroom
February 6	12:00 PM	Linn County Conference Board ( <i>Buchholz</i> )	City of CR Admin Bldg
February 6	5:30 PM	Marion City Council ( <i>Mansoor</i> )	City Hall
February 10	5:00 PM	LMCSD Board of Directors Meeting & Work Session	Boardroom
February 13	8:30 AM	Board Visit	Westfield Elementary
February 17	5:00 PM	Diversity/Equity/Inclusion Committee (DEI)	Boardroom
February 20	8:30 AM	Finance/Audit Committee	Boardroom
February 20	5:30 PM	Marion City Council ( <i>Thomas</i> )	City Hall
<b>Date</b>	<b>Time</b>	<b>Event</b>	<b>Location</b>
February 24	5:00 PM	LMCSD Board of Directors Meeting	Boardroom
<i>February 25</i>	--	<i>2-Hour Early Dismissal (Grades JrK-12)</i>	<i>Elem/Int/MS Conferences</i>
<i>February 27</i>	--	<i>2-Hour Early Dismissal (Grades JrK-12)</i>	<i>Elem/Int/MS Conferences</i>
<i>February 28</i>	--	<i>No School - Professional Day</i>	--

## **1002: Board Committees/Advisories**

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

<b>Committee/Advisory</b>	<b>Board Representatives</b>
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**

<b>Committee/Advisory</b>	<b>Board Representatives</b>
Diversity/Equity/Inclusion Committee (DEI)	Lowe Lancaster, Thomas
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

## **1100: ADJOURNMENT – Motion 97-01-27**

**MOTION** by Morey to adjourn the meeting at 5:56 PM. Second by Thomas. Voice vote, all ayes. Motion carried.

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

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



Linn-Mar Community School District

IA- Warrants Paid Listing

Criteria

Date Range: 01/23/2025 - 02/05/2025

Fiscal Year: 2024-2025

Vendor Name	Description	Check Total
<b>Fund: AQUATIC CENTER</b>		
CENTRAL IOWA AQUATICS	DUES AND FEES	\$76.00
DAKTRONICS, INC	GENERAL SUPPLIES	\$1,900.00
FARMERS STATE BANK	EE LIAB-DIR DEP NET PAY	\$5,754.39
INTERNAL REVENUE SERVICE-9343	EE LIAB-MEDICARE	\$105.64
INTERNAL REVENUE SERVICE-9343	EE LIAB-SO SEC	\$451.62
INTERNAL REVENUE SERVICE-9343	ER LIAB-MEDICARE	\$105.64
INTERNAL REVENUE SERVICE-9343	ER LIAB-SOC SEC	\$451.62
INTERNAL REVENUE SERVICE-9343	FEDERAL INCOME TAX WITHHOLDING	\$63.97
IOWA SWIMMING INC	DUES AND FEES	\$3,210.00
TREASURER ST OF IA	STATE INCOME TAX WITHHOLDING	\$23.79

Fund Total: \$12,142.67

Fund: GENERAL

ACCURATE TRANSLATION BUREAU	Professional Educational Services	\$5.40
ADCRAFT PRINTING COMPANY	INSTRUCTIONAL SUPPLIES	\$750.95
ADVANCE AUTO PARTS	REPAIR PARTS	\$33.20
ADVANCE AUTO PARTS	TRANSP. PARTS	\$129.02
ADVANTAGE RECORDS MANAGEMENT	GENERAL SUPPLIES	\$117.25
AGVANTAGE FS	PROPANE	\$8,172.65
AHLERS AND COONEY, P.C.	LEGAL SERVICES	\$2,913.00
AIRGAS NORTH CENTRAL	GENERAL SUPPLIES	\$569.33
ALLIANT ENERGY	ELECTRICITY	\$123,374.43
AMERICAN SPECIALTIES	GENERAL SUPPLIES	\$11.50
ARNOLD MOTOR SUPPLY	REPAIR PARTS	\$539.59
ARNOLD MOTOR SUPPLY	SHOP TOOLS/EQUIPMENT	\$11.99
ARNOLD MOTOR SUPPLY	TRANSP. PARTS	\$17.65
ASIFLEX	EE LIAB-FLEX DEP CARE	\$13,115.60
ASIFLEX	EE LIAB-FLEX HEALTH	\$26,024.59
ASIFLEX	OTHER PROFESSIONAL SERVICES	\$747.50
BUDGET CAR RENTAL	RENTALS EQUIPMENT	\$839.76
BURGESS GAYLA	STAFF TRAVEL	\$8.50
C.H. McGUINNESS CO., INC	HEAT/PLUMBING SUPPLY	\$594.56
C.J. COOPER & ASSOCIATES	DRUG TESTING	\$130.00
C.J. COOPER & ASSOCIATES	PHYSICALS	\$100.00
CAMPBELL SUPPLY	GENERAL SUPPLIES	\$31.80
CAPITAL ONE	INSTRUCTIONAL SUPPLIES	\$561.84
CAPITAL SANITARY	MAINTENANCE SUPPLIES	\$23,314.37
CEDAR RAPIDS TIRE	REPAIR PARTS	\$443.16
CEDAR RAPIDS WINSUPPLY PLUMBING CO	HEAT/PLUMBING SUPPLY	\$3,129.22
CENTER POINT-URBANA HIGH SCHOOL	TUITION OPEN ENROLL	\$54,356.38
CENTRAL CITY COMMUNITY SCHOOL	TUITION OPEN ENROLL	\$26,848.90
CENTRAL STATES BUS SALES INC	TRANSP. PARTS	\$5,854.33
CENTURYLINK	TELEPHONE	\$2,109.98
CEV MULTIMEDIA, LTD	INSTRUCTIONAL SUPPLIES	\$1,500.00
CHMILL ADRIENNE	STAFF TRAVEL	\$6.00

# Linn-Mar Community School District

## IA- Warrants Paid Listing

Criteria

Date Range: 01/23/2025 - 02/05/2025

Fiscal Year: 2024-2025

Vendor Name	Description	Check Total
CHURCH KATHRYN	STAFF TRAVEL	\$17.00
CITY LAUNDERING COMPANY	GENERAL SUPPLIES	\$822.60
CITY OF MARION	ADVERTISING	\$5,241.00
CITY OF MARION.	OTHER PROFESSIONAL SERVICES	\$688.50
COLLECTION	EE LIAB-GARNISHMENTS	\$167.40
COLLEGE COMMUNITY SCHOOLS	DUES AND FEES	\$234.00
CRESCENT PARTS & EQUIPMENT CO., INC	MAINTENANCE SUPPLIES	\$352.99
CROWBAR'S	GENERAL SUPPLIES	\$62.73
CROWBAR'S	TRANSP. PARTS	\$64.61
CULLIGAN	GENERAL SUPPLIES	\$713.26
CUTTING EDGE GRAPHICS, INC	MAINTENANCE SUPPLIES	\$360.00
DELTA DENTAL OF IOWA	ER LIAB-DENTAL INS	\$64,160.19
EDMENTUM, INC	INSTRUCTIONAL SUPPLIES	\$29,640.00
ELECTRICAL ENGINEERING & EQUIPMENT CO.	ELECTRICAL SUPPLY	\$370.76
ELECTRONIC ENGINEERING CO	REPAIR/MAINT SERVICE	\$2,112.50
FAREWAY STORES	INSTRUCTIONAL SUPPLIES	\$9.13
FARMERS STATE BANK	EE LIAB-DIR DEP NET PAY	\$449,635.19
FOLLETT CONTENT SOLUTIONS, LLC	LIBRARY BOOKS	\$1,226.20
FOSS JUSTIN	STAFF TRAVEL	\$141.00
FREIBURGER VICKI	STAFF TRAVEL	\$26.55
FUTURE LINE	GROUNDS UPKEEP	\$723.39
GALBRAITH JON	STAFF TRAVEL	\$142.10
GASWAY CO, J P	GENERAL SUPPLIES	\$171.29
GAZETTE COMMUNICATIONS INC	ADVERTISING	\$1,025.00
GOODWILL OF THE HEARTLAND	PROF SERV: EDUCATION	\$3,366.23
GRAINGER	GENERAL SUPPLIES	\$211.48
GREENWOOD CLEANING SYSTEMS	MAINTENANCE SUPPLIES	\$2,075.70
HARGERS ACCOUSTICS INC	GENERAL SUPPLIES	\$362.00
HASS GARCIA ANNA	STAFF TRAVEL	\$45.00
HAYES BETH	STAFF TRAVEL	\$56.50
HICKS JESSIE	STAFF TRAVEL	\$14.00
HOBART SERVICE	GENERAL SUPPLIES	\$31.80
IMAGINE LEARNING LLC	INSTRUCTIONAL SUPPLIES	\$660.00
INTERNAL REVENUE SERVICE-9343	EE LIAB-MEDICARE	\$8,241.55
INTERNAL REVENUE SERVICE-9343	EE LIAB-SO SEC	\$35,239.50
INTERNAL REVENUE SERVICE-9343	ER LIAB-MEDICARE	\$8,241.55
INTERNAL REVENUE SERVICE-9343	ER LIAB-SOC SEC	\$35,239.50
INTERNAL REVENUE SERVICE-9343	FEDERAL INCOME TAX WITHHOLDING	\$22,772.20
INTERSTATE ALL BATTERY CENTER	MAINTENANCE SUPPLIES	\$569.05
INTERSTATE BATTERIES OF UPPER IA	TRANSP. PARTS	\$1,090.65
INTERSTATE BILLING SERVICE	GENERAL SUPPLIES	\$81.56
JOHNSTONE SUPPLY	HEAT/PLUMBING SUPPLY	\$1,325.25
JUICEBOX INTERACTIVE	DUES AND FEES	\$4,718.00
JUNIOR ACHIEVEMENT	DUES AND FEES	\$14,542.92
JVA MOBILITY	EQUIPMENT >\$5,000	\$7,006.25

# Linn-Mar Community School District

## IA- Warrants Paid Listing

Criteria

Date Range: 01/23/2025 - 02/05/2025

Fiscal Year: 2024-2025

Vendor Name	Description	Check Total
JVA MOBILITY	INSTRUCTIONAL SUPPLIES	\$330.00
KIRKWOOD COMM COLLEGE	TUITION-COMM COLLEGE	\$850.00
LAWSON PRODUCTS, INC	MAINTENANCE SUPPLIES	\$207.12
LINDER TIRE SERVICE INC	TIRES AND TUBES	\$1,195.60
LINN CO-OP OIL	DIESEL	\$5,457.29
LINN CO-OP OIL	GASOLINE	\$5,886.50
LINN-MAR FOUNDATION	Foundation EEEG - Misc Grants	\$2,545.44
LISBON COMMUNITY SCHOOL DISTRICT	TUITION OPEN ENROLL	\$16,993.30
LOWE LANCASTER KATIE	STAFF TRAVEL	\$141.00
LUCK'S MUSIC LIBRARY	INSTRUCTIONAL SUPPLIES	\$150.43
MANSOOR MIDHAT	STAFF TRAVEL	\$141.00
MARION INDEPENDENT SCHOOLS	DUES AND FEES	\$216.00
MARION IRON CO.	GENERAL SUPPLIES	\$30.00
MARION WATER DEPT	WATER/SEWER	\$8,810.26
MAVERICK POWERSPORTS,LLC	MAINTENANCE SUPPLIES	\$2,565.49
MEDIACOM	TELEPHONE	\$296.90
MEDIAQUEST SIGNS	INSTRUCTIONAL SUPPLIES	\$79.00
MENARDS -13127	GENERAL SUPPLIES	\$895.98
MENARDS -13127	INSTRUCTIONAL SUPPLIES	\$36.50
MENARDS -13127	SHOP TOOLS/EQUIPMENT	\$140.95
MID AMERICAN ENERGY	NATURAL GAS	\$11,611.40
MID-PRAIRIE COMMUNITY SCHOOL DISTRICT	TUITION OPEN ENROLL	\$12,543.78
MIDAMERICAN ENERGY SERVICES, LLC	NATURAL GAS	\$21,481.88
MTI DISTRIBUTING INC	REPAIR PARTS	\$857.74
NAPA AUTO PARTS	TRANSP. PARTS	\$212.83
NATIONAL ASSOC OF SCHOOL NURSES	DUES AND FEES	\$697.50
NOTEWORTHY MUSIC SERVICES, INC	EQUIPMENT REPAIR	\$191.00
NOTEWORTHY MUSIC SERVICES, INC	PROF SERV: EDUCATION	\$640.00
OELWEIN COMMUNITY SCHOOL DISTRICT	TUITION OPEN ENROLL	\$2,787.60
ORKIN PEST CONTROL	OTHER PROFESSIONAL SERVICES	\$185.00
PAPA JOHNS PIZZA	INSTRUCTIONAL SUPPLIES	\$309.20
PARTS TOWN, LLC	GENERAL SUPPLIES	\$206.90
PEPPER J.W. & SON, INC	GENERAL SUPPLIES	\$133.99
PEPPER J.W. & SON, INC	INSTRUCTIONAL SUPPLIES	\$338.78
PERFORMANCE FOODSERVICE - CEDAR RAPIDS	INSTRUCTIONAL SUPPLIES	\$85.28
PFEIL ANGELA	STAFF TRAVEL	\$40.80
PLUMB SUPPLY CO.	HEAT/PLUMBING SUPPLY	\$2,876.13
POINTCORE GRAPHIC SOLUTIONS	GENERAL SUPPLIES	\$55.57
POOL TECH, A WGHK INC, COMPANY	GENERAL SUPPLIES	\$4,968.00
POWER KATHRYN	STAFF TRAVEL	\$18.70
QUILL CORPORATION	INSTRUCTIONAL SUPPLIES	\$1,664.66
RAPIDS WHOLESALE EQUIP CO	HEAT/PLUMBING SUPPLY	\$369.95
ROBBINS CASEY	DIF Grant - Staff Travel	\$18.00
ROYAL IMAGING SUPPLIES	GENERAL SUPPLIES	\$1,819.85
ROYAL IMAGING SUPPLIES	INSTRUCTIONAL SUPPLIES	\$164.00

# Linn-Mar Community School District

## IA- Warrants Paid Listing

Criteria

Date Range: 01/23/2025 - 02/05/2025

Fiscal Year: 2024-2025

Vendor Name	Description	Check Total
SCHOOL BUS SALES	TRANSP. PARTS	\$613.52
SCHULT BARBARA	STAFF TRAVEL	\$67.00
SCHULTZ STRINGS INC	INSTRUCTIONAL SUPPLIES	\$2,045.00
SECURLY INC	GENERAL SUPPLIES	\$7,320.00
SMITH OLIVIA	STAFF TRAVEL	\$20.30
SPENCER MADDISON	STAFF TRAVEL	\$74.50
STANDARD BEARINGS	MAINTENANCE SUPPLIES	\$37.15
THE SHREDDER	OTHER PROFESSIONAL SERVICES	\$697.00
THOMAS LAURA	STAFF TRAVEL	\$141.00
THOMPSON TRUCK & TRAILER	TRANSP. PARTS	\$4,638.77
TRANE U.S. INC.	REPAIR/MAINT SERVICE	\$6,375.00
TREASURER ST OF IA	STATE INCOME TAX WITHHOLDING	\$10,790.24
TYLER BUSINESS FORMS	GENERAL SUPPLIES	\$577.04
VAN METER CO	ELECTRICAL SUPPLY	\$1,332.45
VERIZON WIRELESS	TELEPHONE	\$1,670.14
VHF SALES, INC	HEAT/PLUMBING SUPPLY	\$211.00
WALSH DOOR & HARDWARE	MAINTENANCE SUPPLIES	\$620.00
WEBER COMMUNICATIONS INC	OTHER PROFESSIONAL SERVICES	\$750.00
WEST MUSIC CO	INSTRUCTIONAL SUPPLIES	\$9,504.27
<b>Fund Total:</b>		<b>\$1,159,092.21</b>
<b>Fund: LOCAL OPT SALES TAX</b>		
HAWKEYE ELECTRICAL CONTRACTORS	CONSTRUCTION SERV	\$295,293.82
MCCOMAS LACINA CONSTRUCTION LC	CONSTRUCTION SERV	\$1,367,708.35
TERRACON CONSULTANTS INC	OTHER PROFESSIONAL SERVICES	\$2,765.25
<b>Fund Total:</b>		<b>\$1,665,767.42</b>
<b>Fund: MANAGEMENT LEVY</b>		
IOWA WORKFORCE DEVELOPMENT	UNEMPLOYMENT COMP	\$5,576.00
<b>Fund Total:</b>		<b>\$5,576.00</b>
<b>Fund: NUTRITION SERVICES</b>		
CITY LAUNDERING COMPANY	LAUNDRY SERVICE	\$6,605.55
FARMERS STATE BANK	EE LIAB-DIR DEP NET PAY	\$61,741.44
INTERNAL REVENUE SERVICE-9343	EE LIAB-MEDICARE	\$1,124.51
INTERNAL REVENUE SERVICE-9343	EE LIAB-SO SEC	\$4,808.34
INTERNAL REVENUE SERVICE-9343	ER LIAB-MEDICARE	\$1,124.51
INTERNAL REVENUE SERVICE-9343	ER LIAB-SOC SEC	\$4,808.34
INTERNAL REVENUE SERVICE-9343	FEDERAL INCOME TAX WITHHOLDING	\$2,167.80
MICHELS ELIZABETH	UNEARNED REVENUE	\$150.00
TREASURER ST OF IA	STATE INCOME TAX WITHHOLDING	\$1,394.24
VIJAYKUMAR DHIPMALA	GENERAL SUPPLIES	\$45.00
<b>Fund Total:</b>		<b>\$83,969.73</b>
<b>Fund: PHY PLANT &amp; EQ LEVY</b>		
BASEPOINT BUILDING AUTOMATIONS	CONSTRUCTION SERV	\$1,169.30
BI-STATE MASONRY INC	CONSTRUCTION SERV	\$29,495.00
CULVER'S CORRIDOR STORAGE, LLC	FACILITY RENTAL	\$1,187.50

# Linn-Mar Community School District

## IA- Warrants Paid Listing

Criteria

Date Range: 01/23/2025 - 02/05/2025

Fiscal Year: 2024-2025

Vendor Name	Description	Check Total
DRYSpace INC	CONSTRUCTION SERV	\$4,468.43
EMPOWERED PROPERTIES, LLC	FACILITY RENTAL	\$3,675.00
ESCO GROUP	CONSTRUCTION SERV	\$1,360.74
JOHNSON CONTROLS	CONSTRUCTION SERV	\$1,348.00
MIDWEST ALARM SERVICES	CONSTRUCTION SERV	\$1,428.88
OVERHEAD DOOR CO	CONSTRUCTION SERV	\$389.50
SCHOOL BUS SALES	VEHICLES	\$140,490.00
SETPOINT MECHANICAL SERVICES	CONSTRUCTION SERV	\$2,730.00
SHIVE-HATTERY INC.	CONSTRUCTION SERV	\$6,159.00
<b>Fund Total:</b>		<b>\$193,901.35</b>
<b>Fund: PUB ED &amp; REC LEVY</b>		
BEACON ATHLETICS	GROUNDS UPKEEP	\$3,172.84
<b>Fund Total:</b>		<b>\$3,172.84</b>
<b>Fund: SALES TAX REVENUE BOND CAP PROJECT</b>		
PEAK CONSTRUCTION	CONSTRUCTION SERV	\$83,412.09
PIGOTT, INC	FURNITURE & FIXTURES	\$1,377.45
<b>Fund Total:</b>		<b>\$84,789.54</b>
<b>Fund: STUDENT ACTIVITY</b>		
A-1 RENTAL, INC	GENERAL SUPPLIES	\$218.00
CITY LAUNDERING COMPANY	GENERAL SUPPLIES	\$434.05
COPYWORKS	GENERAL SUPPLIES	\$208.58
CORRIDOR PHOTO BOOTHS	GENERAL SUPPLIES	\$600.00
COTTON GALLERY LTD.	GENERAL SUPPLIES	\$20.00
CRAWFORD GREG	OFFICIAL/JUDGE	\$75.00
DUGGAN KYLE	OFFICIAL/JUDGE	\$150.00
ELECTRONIC ENGINEERING CO	GENERAL SUPPLIES	\$160.00
ELSMORE SWIM SHOP/AQUATIC	GENERAL SUPPLIES	\$1,003.95
EPIC EVENT CENTER LLC	GENERAL SUPPLIES	\$1,390.00
FARMERS STATE BANK	EE LIAB-DIR DEP NET PAY	\$679.61
INTERNAL REVENUE SERVICE-9343	EE LIAB-MEDICARE	\$25.59
INTERNAL REVENUE SERVICE-9343	EE LIAB-SO SEC	\$109.38
INTERNAL REVENUE SERVICE-9343	ER LIAB-MEDICARE	\$25.59
INTERNAL REVENUE SERVICE-9343	ER LIAB-SOC SEC	\$109.38
INTERNAL REVENUE SERVICE-9343	FEDERAL INCOME TAX WITHHOLDING	\$70.03
IOWA HIGH SCHOOL SPEECH ASSOC	DUES AND FEES	\$127.00
LINN-MAR NUTRITION SERVICES	GENERAL SUPPLIES	\$721.41
MH ADVERTISING SPECIALTIES	GENERAL SUPPLIES	\$1,148.25
MONTICELLO SPORTS	GENERAL SUPPLIES	\$712.00
SIEREN RANDY	OFFICIAL/JUDGE	\$60.00
SOCCER MASTER	GENERAL SUPPLIES	\$1,301.00
TREASURER ST OF IA	STATE INCOME TAX WITHHOLDING	\$31.51
WINDSTAR LINES	STAFF TRAVEL	\$3,079.70
ZIO JOHNNO'S	GENERAL SUPPLIES	\$1,835.00
<b>Fund Total:</b>		<b>\$14,295.03</b>

Linn-Mar Community School District

IA- Warrants Paid Listing

Criteria

Date Range: 01/23/2025 - 02/05/2025

Fiscal Year: 2024-2025

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Vendor Name	Description	Check Total
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Grand Total: \$3,222,706.79

End of Report

## Epic Event Center, Inc. Premises Rental Agreement- Non-Wedding Events

This agreement made and entered into this 27 day of January, 2025 by and between **Epic Event Center, Inc.** hereinafter referred to as Epic Event Center and Linn-Mar High School represented by Jennifer Tiede, hereinafter referred to as client. Epic Event Center and client agree as follows:

1. **TERMS:** In consideration of this mutual agreement, Epic Event Center will provide the site and services for this event, which are located at Epic Event Center, 2987 Epic Drive, Marion, IA 52302 (hereinafter referred to as the "Premises"). Such services ("Services") as listed below will be provided at the Premises according to the following time schedule (which includes set-up and breakdown):

Client Name: Linn-Mar High School represented by Jennifer Tiede

Event Date: 01/23/26 Estimated Attendance (not to exceed 450 persons): 250 (per each show of 2)

**Availability:** Clients may have access to the premises as agreed upon by Epic Event Center Management. All activities will end no later than 1 hour prior to the end of the event and the client is allowed 1 additional hour to clean up and remove any personal items from the venue. There is a \$100 per hour fee for any additional time outside contract hours unless approved in advance by Epic Event Center Management. Outdoor patio space will not be accessed by clients or guests unless reserved and additional charges will apply for set-up of tables, chairs, etc per client request. No access will be allowed in the bride/groom suites or the employee back room space for personal use or storage. No exceptions will be made.

Events that do not require full use of the event space are charged for the event type and will be allowed a portion of the floor space. Additional tables/decor may be set up in the unused client space and guests will not be allowed in the designated/reserved area.

\*\*Additional time outside of the event date is charged at \$250.00 per 2 hour increments any day prior to the event unless the event space is reserved. No discount will be given for less than a full 2 hour increment. Epic Event Center will notify the client if the space has been reserved 30 days prior to the clients event.

Initial: \_\_\_\_\_

### 2. FEES TO BE PAID TO Epic Event Center ARE AS FOLLOWS:

Rental Fee for Venue: **\$1,000**

Damage Deposit: See item #10

**Total: \$1,000**

**\$ 1,000** balance due the day of the event.

\*\*Payment to be made to Epic Event Center via Check, Cash, or Money Order. The premises will not be held without a signed contract and down payment.

\*\*Late Fees for incomplete payments to be assessed at 15 days, 30 days and 45 days. If payment is not received by day 45, Epic Event Center has the right to cancel the event date and retain all previous payments. Late fee to be charged at \$100 per late notice\*\*

\*\*All bar/event charges to be settled and paid promptly at end of event with the Epic Event Center Manager or the credit card on file will be charged the total plus a 20% gratuity\*\*

\*\*20% gratuity will be due on all hosted alcohol/non-alcohol beverages and/or for any event greater than 50 persons. A 4% credit card fee is applicable to all day of event charges\*\*

Initial: \_\_\_\_\_

3. **CANCELLATION BY CLIENT:** If your event is postponed and rescheduled, the balance of the full payment is due at that time. We will allow a one time reschedule to an available date upon mutual agreement. If the event is canceled LESS THAN one hundred twenty (120) days prior to the original date of your event, 100% of total fees paid shall be retained by Epic Event Center as liquidated damages. Events canceled MORE THAN one hundred twenty (120) days prior to the original date of the event will be charged a total of 50% of total fees. Any event canceled after being rescheduled full payment will be retained by Epic Event Center as liquidated damages.

**I understand that any deposits are non-refundable.**

**Initial:** \_\_\_\_\_

4. **CATERING AND CONCESSION:** Client may hire a licensed and fully insured service caterer. Caterer must meet with Epic Event's staff prior to working at Epic Event Center. Caterer must carry insurance and proof of insurance to be provided to Epic Event Center. Epic Event Center staff is not able to accept any vendor deliveries prior to or the day of the event.

**Initial:** \_\_\_\_\_

5. **RESPONSIBILITY FOR ATTRACTION/ARTIST FEES:** It is agreed that the client is responsible for all fees of any performers/attractions/vendors that appear as part of their Event including vendors providing services on behalf of the client.

**Initial:** \_\_\_\_\_

6. **FLAMMABLE MATERIALS:** Client agrees that it will not stage any event in which gas, gasoline, fire, flames, flammable or combustible materials are involved. No lighted candles are allowed unless they are classified as a floating candle and are secured in a vase or non-flammable cylinder.

**Initial:** \_\_\_\_\_

7. **CAPACITY:** Epic Event Center will determine the capacity of the premises based on chair and table set-up and will not permit a larger number than can be legally seated. Such determination shall be the sole and final decision as to the capacity of the premises. The maximum capacity of the Premises subject to the Lease Agreement is 450 people.

**Initial:** \_\_\_\_\_

8. **SMOKING:** Pursuant to Iowa Smoke-free Air Act, Epic Event Center has adopted the following policy: Smoking, vaping and E-cigarettes are prohibited inside the Venue and on the fenced in patio area. Outside smoking is allowed only in designated areas and discarded cigarettes are to be placed in provided cigarette receptacles.

**Initial:** \_\_\_\_\_

9. **MEDICAL EMERGENCIES:** If there is a medical emergency related to any person associated with your event, it is NOT the responsibility of Epic Event Center staff to administer medical assistance or to contact medical help.

**Initial:** \_\_\_\_\_



10. **CARE OF PREMISES/FURNITURE/PERMANENT DECOR:** Neither client nor its guests will cause damage to the Premises or any Event Center properties, or permit anything to be done whereby the Premises will be in any manner injured, marred or defaced. Clients will not make or allow any kind of alterations to the Premises. Artwork, sculptures, and furniture that is not part of the furniture rental package, plants, and appliances, may only be moved by Epic Event Center Staff. No portion of the sidewalk, entries, passages, fire exits or stairways may be obstructed by clients, their guests or representatives, or used for any other purpose other than ingress or egress from the Premises. Clients will not be allowed to move property of Epic Event Center without the permission of Management. Damage to or theft of furniture as a result of your event or caused by the catering staff hired for your event is the responsibility of Client. Premises will be returned in the same condition as when first occupied. Client agrees to reimburse Epic Event Center for the cost of repair or replacement of any damaged or missing furniture/linens including any costs to repair/replace expenses accrued and will be charged to the credit card on file. If prior arrangements are made, the client may request a pre-event walk-through with the Epic Event Center Staff Management. A credit card number will be kept on file to cover damages or loss fees incurred by the event. The Premises shall be inspected and a charge will be determined within 24 hours of your event ending time and a receipt will be emailed/mailed to you. If no damages occur, no charges will be made. Damage charge will be incurred for any of the following but are not limited to:

Excessive cleaning (bodily fluids, decorations, excessive food stains, excessive spills)

Excessive cleaning in catering kitchen or loss/damage to Epic Event Center kitchen utensil and property in kitchen

Damage/stains to furniture

Damage/stains to tables, chairs, linens, curtains/blinds owned by Epic Event Center

Damage to buildings/fixtures indoors/outdoors including damage to walls and floors. Nothing must be allowed to drag across surfaces.

Damage to lawn, landscaping, parking areas and any area of property associated with Epic Event Center.

Property of Epic Event Center located on the Premises will be inventoried. Any missing items will be charged.

**Initial:** \_\_\_\_\_

11. **CONTROL OF FACILITY/SECURITY:** Nothing in this agreement shall be construed to entitle the client to any right of possession or control of the Premises. It is agreed that Epic Event Center reserves the right to possess and manage the entire Premises and to enforce all necessary rules for the management of the Premises. Epic Event Center shall in its sole discretion determine the number of staff necessary to maintain order and provide protection of persons and property on the Premises. Epic Event Center reserves the right of final approval of all security personnel. All security personnel shall report to and receive direction from Epic Event Center management. Epic Event Center reserves the right, but not the duty, through its duly appointed representatives, to eject any objectionable person(s) from the Premises during any activity in progress where it is deemed necessary for the safety of the general public or the Premises. Client shall be solely responsible to maintain an orderly event. Epic Event Center reserves the right to require special security measures when warranted. Any security personnel will be hired by Epic Event Center prior to the event. All cost and expenses of security measures shall be paid by the client to Epic Event Center. Absolutely no drugs, weapons or alcohol shall be brought onsite by client or client's guests. If at any time there is violence or potential law breaking activity associated with your event, Epic Event Center staff reserves the right to contact local law enforcement and file a report. If law enforcement is contacted at any time either by Epic Event Center staff or a member of your event due to the above mentioned, the event may be discontinued and all parties may be asked to leave the venue immediately. No refund will be given in any capacity.

**Initial:** \_\_\_\_\_

12. **ALCOHOL:** Clients must comply with all applicable State and Federal liquor laws when alcoholic beverages are served. No alcoholic beverages may be served to **ANYONE** under the age of 21 at **ANY TIME**. If anyone under the age of 21 is found to be consuming alcoholic beverages, Epic Event Center reserves the right to immediately terminate the event without refund of any fees paid for event rental. Epic Event Center reserves the right to eject anyone violating any State or Federal law. Client also agrees that Epic Event Center is not responsible for any financial consequence of terminating an event for underage alcohol consumption. Epic Event Center management will have sole discretion on determining any infractions of this contract. At all functions where alcohol is served, alcohol shall never be available at any time on a 'self-serve' basis. Only Epic Event Center staff may serve alcoholic beverages. All alcohol sales will end thirty (30) minutes prior to the end of the event. Beverages may only be served in and must remain inside the facility, or in the fenced in patio area – no alcohol is permitted outside of the front of the building, including the parking lot and personal vehicles. Epic Event Center reserves the right to terminate the service of alcohol at any time during the event. The building Manager will have the right to terminate the event if there is a breach of liquor policy. If any guest appears to be intoxicated, Epic Event Center reserves the right to cease further liquor service to that guest. If any minors are caught drinking, both the parents and the minor(s) involved will be asked to leave the premises immediately. All guests must have a valid ID if planning to consume alcoholic beverages. Any guest not in possession of a valid ID will not be served alcoholic beverages. **Absolutely no coolers will be allowed in the Premises – we reserve the right to charge the credit card on file \$500 if outside alcohol is brought into the facility.**

Initial: \_\_\_\_\_

13. **PROPERTY:** Epic Event Center is not in any way responsible for lost or stolen property. Epic Event Center shall have the right to collect all articles left on premises by persons attending the event. Any property left on the premises by the client or any of its agents or guests after a period of seventy-two (72) hours from the end of the event will be deemed abandoned and property of Epic Event Center.

Initial: \_\_\_\_\_

14. **CLIENT DECORATIONS:** All decorations must be removed from the Premises promptly upon termination of the event. Bubbles, rice, bird seed, glitter, potpourri and confetti cannot be thrown inside or outside the facility. Tacks, staples, tape, pins, nails or any adhesive materials shall not be used on any wall, ceiling, table, chair or other property of the Hall and/or Gazebo. Nothing shall be attached to the ceiling, obstruct or attach to the sprinkler system, or be placed in the windowsills. Only free standing decorations are allowed. No lighted candles are allowed. All decorations must comply with the applicable fire code and any other laws or regulations.

Initial: \_\_\_\_\_

15. **DELIVERIES:** Epic Event Center will not accept deliveries prior to, or the day of the event. Vendors are to come through the east main door to check in and set up their equipment.

Initial: \_\_\_\_\_

16. **NON-ASSIGNMENT:** Client will not transfer this agreement or any portion thereof. Client is not an agent, partner, joint venture or employee of Epic Event Center.

Initial: \_\_\_\_\_

**17. LIMITATION OF LIABILITY:**

a. In no event shall either Party be liable to the other for any indirect, special, incidental, or consequential damages for any reason whatsoever.

b. In all events, the maximum potential liability of Epic Event Center and the Client's sole and exclusive remedy for any claim whatsoever related to the event, including but not limited to claims based on contract, negligence or strict liability in tort, that arises out of or in connection with this agreement and the services provided hereunder by Epic Event Center shall be limited to proven direct damages caused by Epic Event Center's sole negligence in an amount not to exceed the amount paid to Epic Event Center by client.

**MUTUAL INDEMNIFICATION:** Each Party to this Agreement agrees that it shall indemnify and hold harmless the other Party, and its affiliates, employees and guests against all actions, claims, demands, liabilities, losses, damages, costs and expenses, including reasonable attorney fees, to the extent resulting out of an actual or alleged injury to a person or to property as a result of the negligence, willful misconduct or deliberate ignorance of the indemnifying Party in connection with that Party's obligations under this Agreement, except to the extent any such action, claim, demand, liability, losses, damages, cost or expense was caused by the negligence or willful misconduct of or the breach of obligations of this Agreement by the party claiming indemnification hereunder.

**DISPUTE RESOLUTION:** The Parties will make good-faith efforts to resolve any dispute between the Parties. If the dispute is not resolved within ten (10) business days after such written notice, or a longer period as agreed to in writing by the Parties, either party may pursue further legal action.

**Initial:** \_\_\_\_\_

**18. FORCE MAJEURE:** Epic Event Center shall not be responsible for any failure to perform due to causes beyond its reasonable control, including, but not limited to, acts of God, terrorism, war, riot, embargoes, fire, floods, pandemics, earthquakes, blizzards, power outages, or strikes (each a "*Force Majeure Event*") provided that Epic Event Center gives prompt written notice to Client of such Force Majeure Event. In the event such a Force Majeure causes a cancellation of the scheduled event, Epic Event Center shall work with the client to reschedule the event. If the Force Majeure causes a disruption to an in-progress event, Epic Event Center will not be liable or responsible for any failure to perform due to causes beyond their control and will retain and collect all previous and in event fees/payments. Under such circumstances that cause cancellation of the event, the Client may terminate this agreement by providing written notice to Epic Event Center within 30 days of such an event and Epic Event Center will retain the initial rental deposit. If there is any disruption or cancellation of an in-process event due to Force Majeure, Epic Event Center will retain and collect all previous and in event fees and payments.

**Initial:** \_\_\_\_\_

**19. GOVERNING LAW, EXCLUSIVE VENUE AND JURISDICTION:** The laws of the State of Iowa shall govern this Agreement, without regard to conflict of law principles. Each party consents to the personal and exclusive venue and jurisdiction in the state and federal courts of the State of Iowa located in Cedar Rapids, Iowa.

**Initial:** \_\_\_\_\_

**20. SPECIFIC OBLIGATIONS:**

A. The Epic Event Center shall:

- Provide and set up tables and chairs; (table linens available at an add'l cost) as confirmed 14 days prior to event. No layout changes will be accepted after that point.
- Provide bartenders and staff to serve alcohol and non-alcoholic drinks including pop. A self serve coffee and water station will be available.
- Constantly monitor for any outside alcohol being consumed on or brought into the premises for staff, client and guest safety. Epic Event Center reserves the right to charge the client for outside alcohol in the possession of or consumed by guests.
- Provide security as needed per Epic Event Center Management discretion at client's cost.

B. The Epic Event Center shall not:

- Provide serving dishes, serving utensils, baskets, utensils, water glasses for the tables, napkins, additional furniture, table skirts/linens or any items not identified as provided by Epic Event Center.
- Provide or set up chairs for outdoor use unless rented from Epic Event Center.
- Provide additional time outside of contracted hours unless agreed upon by Epic Event Center Management and the client (add'l charges apply)
- Secure or be responsible for any vendors retained by the client

C. The client shall:

- Settle and paybar/day of event charges promptly at the conclusion of the event.
- Defer to and abide by Epic Event Center regulations, policies and decisions prior to and during an event as outlined in this contract and as posted on the premises.
- Make all required payments on time.
- Contact Epic Event Center with any changes or updates to the event at least 14 days prior.

Initial: \_\_\_\_\_ Epic Management initial: \_\_\_\_\_

21. **ENTIRE AGREEMENT:** This agreement constitutes the entire agreement between the parties and any modification or changes shall be made only in writing and signed by both parties. Both parties of this agreement represent that the persons executing this document are fully authorized to enter into this Agreement. All terms and conditions of this document shall be binding upon the parties, their heirs, representatives and assignees.

Initial: \_\_\_\_\_

Responsible parties: (print) \_\_\_\_\_

Responsible Party Signature: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

I agree that I have initialed and signed for all participants and that the contract is binding in its entirety for all parties involved.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name on Card: \_\_\_\_\_

Credit Card # \_\_\_\_\_ Exp Date: \_\_\_\_\_

CVV Code: \_\_\_\_\_

The following are included in your rental fee:

- Tables and chairs.
- Bartenders; number to be decided upon by Epic Event Center Management.
- Audio-visual equipment/2 wireless mics.
- Designated Event Center Management/Event Coordinators.

\*\*Clients/Vendors will not be allowed to supply/serve alcoholic beverages.

\*\*Any items deemed unsafe by Epic Event Center Management will not be allowed on the premises unless discussed with and agreed upon by Epic Event Center Management prior to the event.

\*\*All intended vendors must be discussed with and approved by Epic Event Center Management prior to the event.

\*\*If any personal property of Epic Event Center is missing/stolen or damaged there will be an automatic charge of the credit card on file per the discretion of the cost to Epic Event Center unless returned within 7 days..

\*\*Late Fees to be assessed at 15 days, 30 days and 45 days. If payment is not received by day 45, Epic Event Center has the right to cancel the event date and retain all previous payments. Late fee to be charged at \$100 per late notice\*\*

Initial: \_\_\_\_\_

Black or white floor length linens can be rented from Epic Event Center at \$10.00 per table.

Any client requested changes to the event space up to 10 days prior to your event will be assessed an additional charge and is at the discretion of Epic Event Center Management.

**APPROVED HOURS FOR DATE OF EVENT: 4:00pm - 10:00pm**

Client: \_\_\_\_\_ Date: \_\_\_\_\_

Epic Event Center Management: \_\_\_\_\_ Date: \_\_\_\_\_



# AIA® 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: 005  Date: 01/30/2025
<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 009.1	ITC-008	Structural Changes Area C	\$ 395.40
COR 018.1	ITC-018R	Thermostat Relocation	\$ 1,395.29
COR 020.1	ITC-021	Restroom and Corridor Ceiling Changes	\$ 2,802.07
COR 021	ITC-023	Electrical Submittal Review	\$ 2,320.85
COR 022	ITC-024	Steel Shrouds at Area B Storm Shelter	\$ 3,125.36


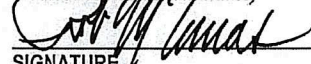
TOTAL: \$ 10,038.97

The original Contract Sum was	\$ 25,507,000.00
The net change by previously authorized Change Orders	\$ -124,745.71
The Contract Sum prior to this Change Order was	\$ 25,382,254.29
The Contract Sum will be increased by this Change Order in the amount of	\$ 10,038.97
The new Contract Sum including this Change Order will be	\$ 25,392,293.26

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.**

OPN Architects ARCHITECT <i>(Firm name)</i>  SIGNATURE  Kelly Slota, Construction Administrator PRINTED NAME AND TITLE  01/30/2025 DATE	McComas-Lacina Construction CONTRACTOR <i>(Firm name)</i>  SIGNATURE  Rob McComas Principal PRINTED NAME AND TITLE 2.3.25 DATE	Linn-Mar Community School District OWNER <i>(Firm name)</i>   SIGNATURE  Katie Lowe Lancaster, Board President PRINTED NAME AND TITLE   DATE
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# Independent Contractor Agreement

Please provide all information requested and sign page two.



Exhibit 804.3

**WHEREAS**, Linn-Mar Community School District ("District"), a school corporation, intends to contract with **JENNIFER LOEB**, 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:** Sharing Mountain Climbing Experiences with Students
2. **GROUP/DEPARTMENT WORKING WITH:** Venture Academics
3. **AMOUNT OF PAYMENT:** \$300.00

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 **February 11th, 2025**, which is the date of completion. An invoice for services should be sent to: Linn-Mar Community School District, Attn: Accounts<sup>th</sup> Street, Marion, IA 52302.

Payable, 2999 N 10

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.
7. **INSURANCE:** No workers' compensation insurance or any other type of insurance (including but not limited to professional liability insurance) has been or will be obtained by the district on account of the IC. The IC shall comply with the workers' compensation laws (and all other applicable laws) with respect to the IC's employment.
8. **INDEMNIFICATION:** The IC shall indemnify and hold the district harmless from and against all liabilities, claims, debts, taxes, obligations, costs, and expenses (including reasonable attorney's fees, court costs, and costs of appeals) that the district may incur or sustain as a result of any breach of this independent contractor agreement or negligent or other wrongful conduct in the performance of this independent contractor agreement by the IC, or as a result of failure to pay any employment or income taxes arising out of the IC's performance of services for the district. If a suit, action, arbitration, or other proceeding is instituted in connection with any controversy arising out of this agreement or to interpret or enforce any rights under this agreement, the prevailing party shall be entitled to recover from the non-prevailing party all attorney's fees, costs, expert witness fees, and litigation expenses incurred by the prevailing party, including those incurred on appeal.
9. **TERM:** This agreement shall begin on **February, 11 2025** and shall continue in effect until **February, 11, 2025**, unless earlier terminated by either party in accordance with Section 11.
10. **TERMINATION:** This agreement may be terminated by either party without cause upon seven (7) days written notice. Upon termination, the IC shall be compensated for all work performed prior to the date of termination.
11. **ASSIGNMENT:** The IC acknowledges their services are unique and personal. Accordingly, the IC may not assign IC rights or delegate IC duties or obligations under this independent contractor agreement without the prior written consent of the district.
12. **AMENDMENTS:** This independent contractor agreement may be supplemented, amended, or revised only in writing by mutual agreement of the parties.
13. **GOVERNING LAW:** This independent contractor agreement shall be governed by and construed pursuant to the laws of the State of Iowa.
14. **ENTIRE AGREEMENT:** This is the entire agreement of the parties and no other representations, promises, or agreements (oral or otherwise) shall be of any force or effect.

This agreement is signed and dated this **1-31-2025**

**Independent Contractor Signature: Linn-Mar CSD Representative Signature:**

A light blue rectangular box containing a handwritten signature in black ink. The signature appears to be "Jennifer Loeb".

**Jennifer Loeb**



**Linn-Mar CSD Representative Signature:**

\_\_\_\_\_  
Title: School Board President

Please return this form to the Linn-Mar CSD Business Office – 3556 Winslow Rd, Marion IA 52302

<i>Internal Use Only</i>	Account Code: _____
Business Office: __1.31.25_____ Date	<u>CA</u> Initial
	Board Meeting: _____ Date

Revised 1.30.25

**The Iowa Public Information Board**

<p>In re the Matter of:</p> <p>Geralyn Jones, Complainant</p> <p>And Concerning:</p> <p>Linn-Mar Community School District, Respondent</p>	<p>Case Number: 24FC:0113</p> <p>Informal Resolution</p>
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On November 11, 2024, Geralyn Jones filed formal complaint 24FC:0113, alleging the Linn-Mar Community School District Board of Directors violated Iowa Code Chapter 21.

The IPIB accepted this complaint at its meeting on November 21, 2024.

**Facts**

On November 11, 2024, the Linn-Mar School Board of Directors held their annual election for School Board President. Two candidates, Barry Buchholz and Katie Lowe-Lancaster, were nominated for the position in open session. The election was conducted by distributing paper ballots to each of the seven Directors, including the candidates themselves, for a “written tally.” The Board Secretary announced that the tally was 4-3 in favor of Lowe-Lancaster. The Board then unanimously approved a motion to elect Lowe-Lancaster the new Board President.

The entire process was conducted in open session. However, the votes of individual Directors were not disclosed to the public at any point during the meeting. On December 9, 2024, in response to public concerns (including IPIB complaint 24FC:0113), the Board released the full results of the written tally as part of their approved meeting minutes for the November meeting.

**Applicable Law**

“Except as provided in section 21.5, all actions and discussions at meetings of governmental bodies, whether formal or informal, shall be conducted and executed in open session.” Iowa Code § 21.3(1).

“The minutes shall show the results of each vote taken and information sufficient to indicate the vote of each member present. The vote of each member present shall be made public at the open session.” Iowa Code § 21.3(2).

### **Informal Resolution**

Pursuant to Iowa Code § 23.9, IPIB presents the following terms for an informal resolution of this matter:

1. This Informal Resolution will be formally approved at a meeting of the Linn-Mar School Board of Directors. The Board will include a copy of this Informal Resolution in its meeting minutes and will provide IPIB staff with a copy of the minutes demonstrating approval.
2. During the same meeting, in open session, the Board will publicly re-announce the results of the written tally conducted during the Board President election on November 11, 2024, including the votes of each individual Director, in order to satisfy the requirements of Iowa Code § 21.3(1).
3. The Board will develop an official policy for the conduct of future Board elections, which shall include a requirement that each participating Director’s vote be made public during the open session in which the election is held. The Board will provide IPIB staff with a copy of this policy after it is approved.
4. All Board Directors, and any staff officially involved in the conduct of Board elections, will complete training related to public meetings and records. This training will be arranged by the Board and conducted by IPIB or the Iowa Association of School Boards during an open meeting.

The terms of the Informal Resolution will be completed within 60 days of the date of approval of this Informal Resolution by all parties. Upon showing of proof of compliance, the IPIB will dismiss this complaint as successfully resolved.

**THIS INFORMAL RESOLUTION HAS BEEN REVIEWED AND APPROVED BY THE FOLLOWING PARTIES:**

\_\_\_\_\_  
Geraldyn Jones, Complainant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Linn-Mar Board of Directors

\_\_\_\_\_  
Date

Title: Board President



RECEIVED Fundraising Request Form

50 JAN 23 2025

Code: 1005.4-E1

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

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

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

Building Name: High School Sponsoring Group: Softball

Contact Name: Maddy Colbert Contact Phone: 319-329-7429

Contact Email: maddy.colbert@linmar.k12.ia.us District

Account Code: 21.0109.1900.920.6836.000618 001790 ✓

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

Start/End Dates: 6/9-6/10 Estimated Proceeds: \$2500 ✓

Purpose/Use of Funds Raised (Must be specific):

Purchasing new equipment for practices

Paying for an additional lower level coach ✓

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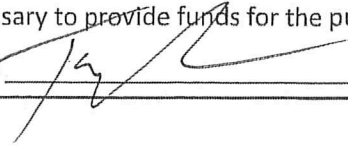
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**Administrator Approval:**

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

Building Administrator's Signature: \_\_\_\_\_

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

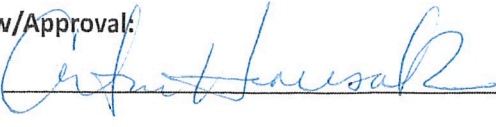


RECEIVED  
JAN 23 11 30 AM '25  
1/23/25

**Business Office and Board Review/Approval:**

Business Office Review/Approval: \_\_\_\_\_

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



2/4/25

\_\_\_\_\_ Board Review/Approval: \_\_\_\_\_

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

Summary Due Date: \_\_\_\_\_

Revised: 6/22; 7/22





# Fundraising Request Form

RECEIVED Exhibit 805.2  
FEB 06 2025 Code: 1005.4-E1

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

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

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

Building Name: Linn-Mar High School Sponsoring Group: Key Club  
 Contact Name: Zach Mixdorf Contact Phone: 319 447 3042  
 Contact Email: zachery.mixdorf@linnmar.k12.ia.us District Account Code: 210109.1900.950.7440.001790

Description of Fundraising Activity (All information is required for the request to be considered)  
 Fundraising Activity: Valentine Candygrams  
 Activity Start/End Dates: 2/11/25 - 2/17/25 or later Estimated Proceeds: \$100<sup>00</sup>  
 Purpose/Use of Funds Raised (Must be specific): Funds will be raised to support further initiatives to promote Key Club and support other positive events

**Administrator Approval:**  
 I approve that this request is necessary to provide funds for the purposes described above.  
 Building Administrator's Signature: Zach Mixdorf Date: 2/4/25

**Business Office and Board Review/Approval:**  
 Business Office Review/Approval: [Signature] Date: 2/10/25  
 Board Review/Approval: \_\_\_\_\_ Date: \_\_\_\_\_

Summary Due Date: \_\_\_\_\_