

HUMAN RESOURCES STRATEGIC PLAN / STAFFING UPDATE...

People and Culture

4.2 – Recruitment

4.3 - Workplace Satisfaction and Retention



OVERVIEW:

1

22/23 Recruitment

2

Workplace Satisfaction /
Retention



RECRUITING 2022/2023

Certified - Teachers

- Virtual Career fairs
- Grant Wood AEA Teacher Career Fair
- Student teacher hires
- TPRA grant program

Classified – Support Staff

- Transportation job fair
- Classified job fair
- Homecoming parade
- TPRA grant / HS students
- Yard signs





ISN'T SHE CUTE?

LOOKS A BIT LIKE HEATHER IN HR....

- **Parade:**
 - 3rd year we participated in the homecoming parade
 - Throw (lightly) candy with "Join the PRIDE" information card taped to it
- **Transportation job fair:**
 - Ice Cream Social
 - Current bus drivers on site to describe job
 - HR assisted with applications
 - Referral bonus
- **Classified job fair:**
 - Walking tacos and ice cream
 - Hiring managers / Facilitators
 - Benefits rep
 - Referral bonus

JOIN THE PRIDE!

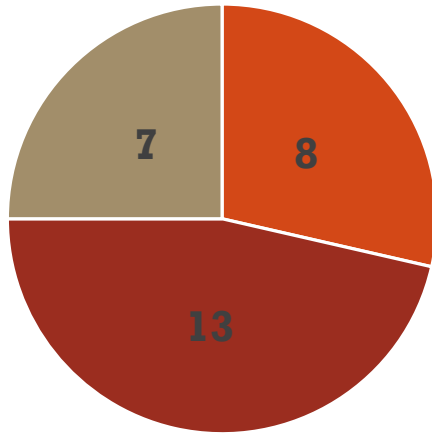
LINN-MAR IS NOW HIRING:

- Bus Drivers
- Nutrition Services
- Student Support Associates & more!

Apply at: linnmar.k12.ia.us/Careers

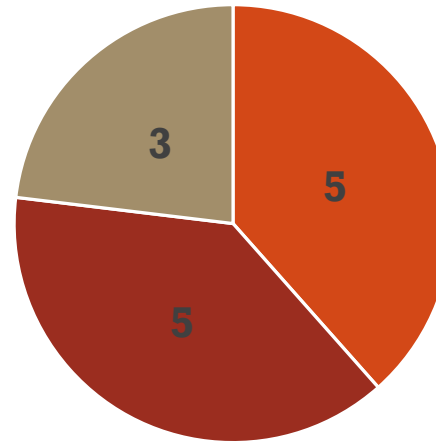


Applicants



■ Transportation ■ Classified ■ Parade

Hires



■ Transportation ■ Classified ■ Parade

TARGETED CLASSIFIED APPLICANTS VS. HIRES



TEACHER PARAPROFESSIONAL REGISTERED APPRENTICESHIP

Kirkwood (Paraprofessional certificate from BOEE):

2022/2023:

- 27 employees participated
- 19 HS students participated

2023/2024:

- 22 employees participating
- Working on getting student participants

Mt. Mercy (K-6 Elementary Education w/ optional endorsement in SpEd Level I or Reading):

2022/2023:

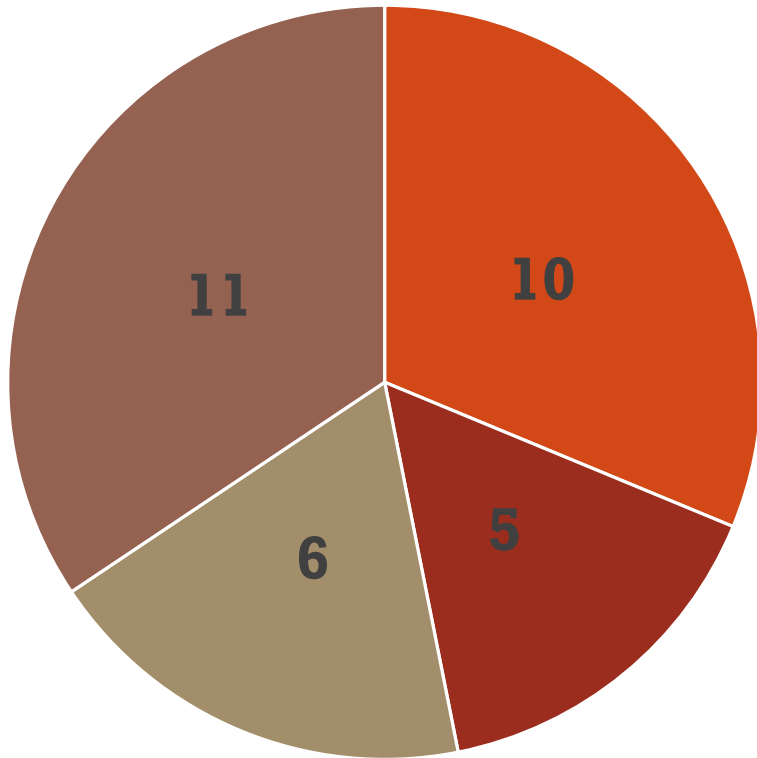
- Started with 24 employees

2023/2024:

- 16 employees participating
 - Will be student teaching this spring



New Certified Staff



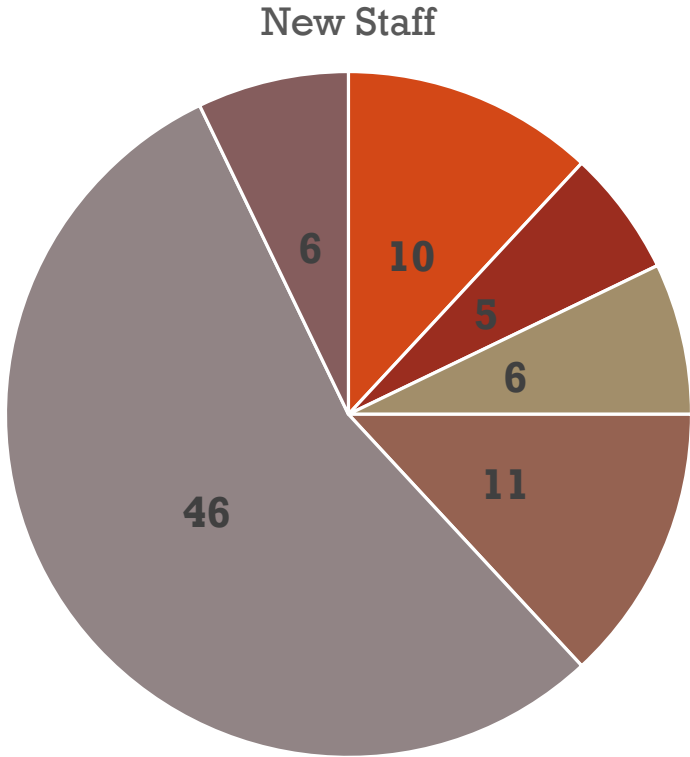
- High School
- Middle Schools
- Intermediate Schools
- Elementary

CERTIFIED HIRES

- Career Fairs
- Student teachers
- TPRA
- HBCU

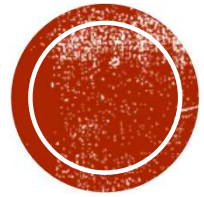


ALL NEW HIRES



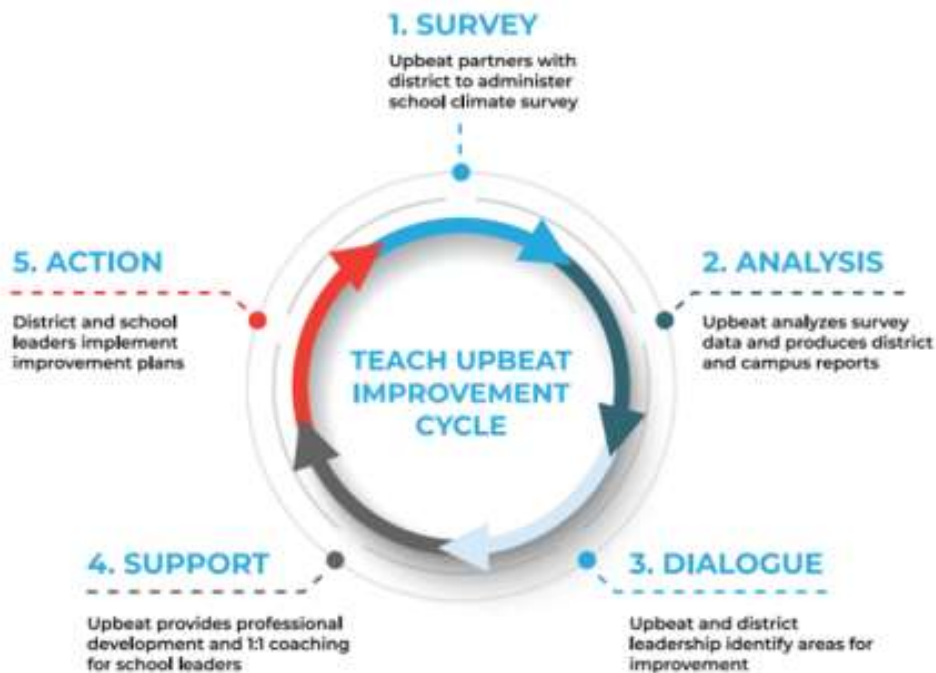
- High School
- Middle Schools
- Intermediate Schools
- Elementary
- Classified
- District





WORKPLACE SATISFACTION

FALL 2022 / 1ST STAFF SURVEY WITH UPBEAT



Participation Rates

Staff Type	Total Completions	Percent
Teachers	463	85%
Non-Instructional	329	83%
Department	160	55%



Strengths Compared to Other Districts



- **COLLABORATION** (+3.8% above Global Cluster for Teachers; +1.8% above Global Cluster for NI Staff)
 - **Q14:** 89% of NI staff shared that employees in their school do meaningful work together in teams.

- **EVALUATION** (+6.7% above Global Cluster for Teachers)
 - **Q35:** 95% of teachers shared that the teacher evaluation system used at their school is fair.

- **SELF EFFICACY**(+0.8% above Global Cluster for Department Staff; +0.6% above Global Cluster for Teachers)
 - **Q21:** 86% of department staff shared that they feel successful as an employee.

Districtwide Areas of Strength - Teachers and NI Staff



- **CARE & COMMITMENT** (93% positive for Teachers, 89% positive for Staff)
 - **Q69:** 92% of teachers shared that teachers at their school strive to continually improve their practice.

- **EQUITY** (95% positive for Teachers, 89% positive for Staff)
 - **Q41:** 93% of NI Staff shared that opportunities are accessible to all employees in their school, regardless of race, ethnicity, culture, or other aspects of personal identity.

- **SATISFACTION & PURPOSE** (88% positive for Teachers, 88% positive for Staff)
 - **Q53:** 91% of NI Staff shared that they can see themselves working in their school for at least the next year.

- **BELONGING & WELLBEING** (84% positive for Teachers, 87% positive for Staff)
 - **Q53:** 90% of teachers shared they feel like they belong at their school.

Districtwide Areas of Strength - Department



- **WORK/LIFE BALANCE** (82% positive for Department Staff)
 - **Q18:** 86% of department staff shared they are able to their workload as an employee with their other responsibilities outside of their department.

- **SATISFACTION & PURPOSE** (86% positive for Department Staff)
 - **Q50:** 92% of department staff shared they find a sense of purpose in the work they do each day.

- **BELONGING & WELLBEING** (83% positive for Department Staff)
 - **Q35:** 91% of department staff shared that they are able to successfully manage the stress of their job.

- **SELF EFFICACY** (86% positive for Department Staff)
 - **Q21:** 86% of department staff shared that they feel successful as an employee.

Districtwide Areas for Improvement - Teachers & NI Staff



- **APPRECIATION** (65% positive for Teachers; 63% positive for Staff)
 - **Q11:** 54% of NI Staff shared that employees are recognized publicly when they do outstanding work.

- **CULTURAL COMPETENCE** (59% positive for Teachers; 52% positive for Staff)
 - **Q45:** 49% of NI Staff shared that as a staff, they openly discuss issues or race, ethnicity, and culture in their school.

- **WORK/LIFE BALANCE** (57% positive for Teachers)
 - **Q26:** 53% of teachers shared that the workload expected of teachers at their school is reasonable.

- **DIVERSITY** (39% positive for Teachers; 61% positive for Staff)
 - **Q56:** 36% of teachers shared that the diversity of the teachers at their school is representative of the diversity of of their students.

Districtwide Areas for Improvement - Department



- **EMPLOYEE VOICE & LEADERSHIP (59% positive)**
 - **Q26:** 56% of department staff shared that employees in their department play an active role in shaping department policies.
- **CULTURAL COMPETENCE (44% positive)**
 - **Q46:** 44% of department staff shared that as a staff, we openly discuss issues of race, ethnicity, and culture in their department.
- **COMPENSATION & CAREER PATH (43% positive)**
 - **Q31:** 32% of department staff shared that employees are compensated fairly for taking on extra responsibilities in their department.
- **APPRECIATION (60% positive)**
 - **Q10:** 64% of department staff shared that leaders in their department let them know when they're doing great work.

Upbeat completed:

Coaching sessions with supervisors

Coaching sessions with principals

Follow up meetings if needed with principals

**WHAT DID WE DO WITH THIS
INFORMATION?**





Do I smell pumpkin spice?

What's next?

Fall 2023 Upbeat timeline:

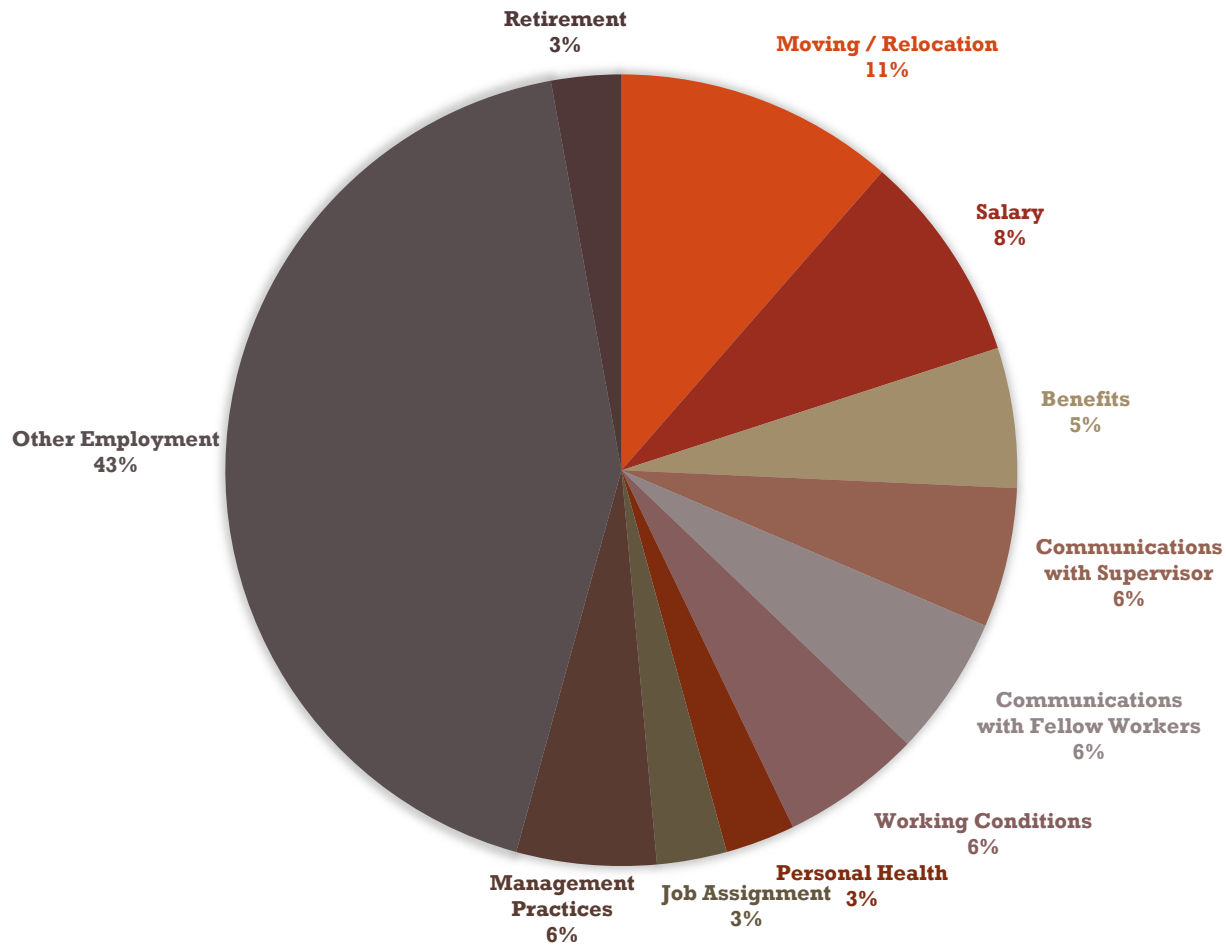
- Fall Survey Administration
 - October 23 - November 3, 2023
- November 29 – December 4th
 - Upbeat meets with each supervisor and administrator to review results and collaborates/coaches each individual and provides strategies to improve scores.

HR Goal:

- Increase department staff participation to 75%
- Increase Teaching/Non-Instructional staff participation rate to 90%



EXIT INTERVIEW RESULTS



WHY ARE PEOPLE LEAVING?

What at Linn-Mar did you find the least satisfying?

- Some students slipping through the cracks
- Pay
- Some not holding students accountable

<u>Satisfaction Ratings:</u>	1	2	3	4	5	6	7	8	9	10
Training Received			1		2	2	3	5	7	4
Supervision Received				1	1	2	1	3	5	11
Working Conditions					1		2	4	7	10
Type of Work Performed		1			2		2	7	2	9
Work Schedule		1		1		2	1	3	5	10
Pay for Work Required	1	1	1		1	4	3	3	3	4
District Benefits		1					1	5	11	6
Job Met Expectations			1		1			3	9	9



MOVING FORWARD:

Continue to administer Exit Interviews

Start administering Stay Interviews

Revitalize the Affirmative Action Plan

Recruiting strategies / HR staff

Continue to partner with Upbeat

Focus heavily on employee well being

Continue to value employee engagement and make it a #1 priority (not just in HR)



2022-23 Data Review

Sept. 11, 2023

Board of Education Meeting

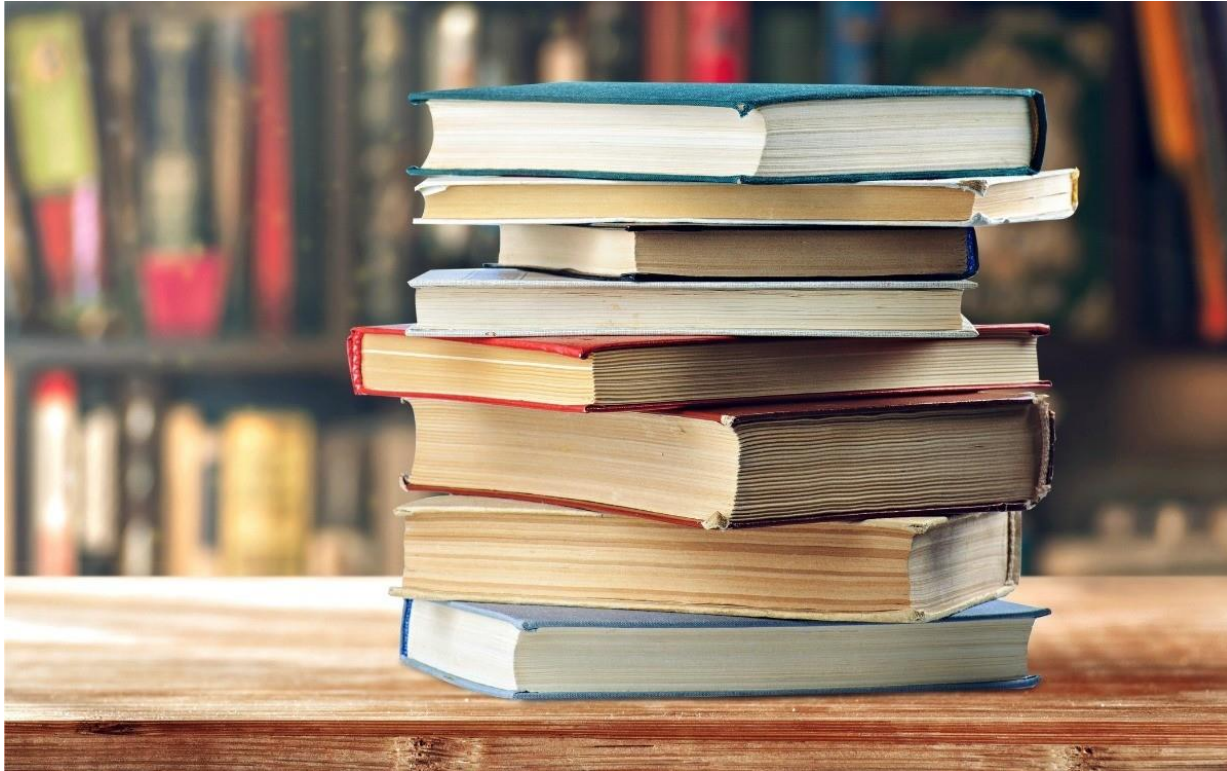
Bob Read and Nathan Wear

Outcomes/Agenda

Board goals: **Standard #2: Student Learning**

- Engage in learning regarding the role of the board in curriculum adoption. (Competencies 2.5-19), *Identifies whole-board team learning needs to enhance board knowledge and skills to provide leadership to achieve the district's priority student learning goals and instructional improvement efforts.*
- Engage in learning and district leadership discussions surrounding academic targets for student learning goals and strategies. (Competencies 2.1-3-4) *Discusses and identifies with staff leadership the desired amount of "stretch" for student learning goals and targets.*
 - *Establishes or approves priority goals and targets with "stretch" for improving instruction and student learning.*
- 2022-2023 Academic Data Review
 - FAST
 - ISASP
- Theme School Update- Innovation and Leader in Me
- Building Action Plans
 - Aligned with Strategic Plan
 - Building goals connected- School Improvement Plans
 - Actions to address during professional development

Curriculum Adoption



Curriculum Adoption Process- School vs. Board Roles



School Role	Board Role
<ul style="list-style-type: none"><input type="checkbox"/> Research curricular materials that align with state standards and is effective and research-based	<ul style="list-style-type: none"><input type="checkbox"/> Support the role and hiring of curriculum directors to research and recommend best practice
<ul style="list-style-type: none"><input type="checkbox"/> Develop and collaborate around a cycle of materials improvement (multi-years)	<ul style="list-style-type: none"><input type="checkbox"/> Discuss recommendations to purchase curricular materials that support the state standards and evidence base
<ul style="list-style-type: none"><input type="checkbox"/> Pilot, train, select, and implement research-based curricular materials	<ul style="list-style-type: none"><input type="checkbox"/> Develop strategic goals that “stretch” student achievement to high levels

Recommend board approval
for purchase of materials
***Provide professional learning
for implementation***

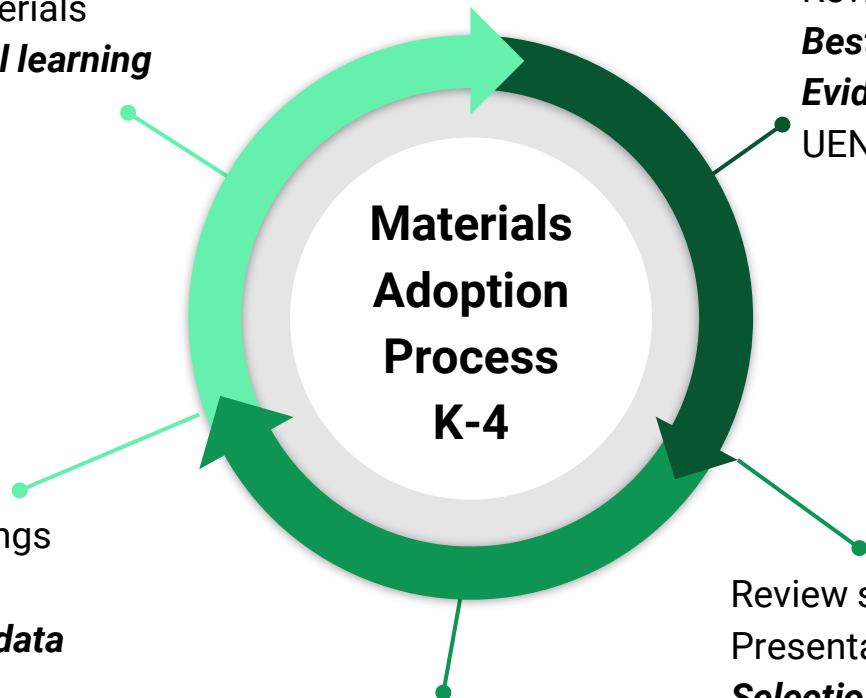
Review Ed Research
***Best Practice
Evidence-based***
UEN- School Partnerships

**Materials
Adoption
Process
K-4**

Present feedback to buildings
Pilot panel of teachers
Select materials based on data

Review sample materials
Presentations to buildings
Selection criteria development

Select pilot- grade level/school
Feedback surveys- teacher and parents
Analyze assessment data



Adoptions 2019-2022- Highlighted bulleted points

K-2 Superkids

3-4 Wit and Wisdom

5-6 Wit and Wisdom

7-8 EL

K-8 Illustrative Mathematics

2022-2023 Academic Data Review- District Overview



Elementary FAST Reading District

Linn-Mar Comm School District

Screening

Weekly Monitoring

Monitoring & Intervention

Change

Data recorded on May 26, 2023 ⓘ

Spring 2022-2023 ▾

↓ Export

Linn-Mar Comm School District

9 schools

3,966

▾ Compare



Healthy Indicator #1 ⓘ

K-6 screened

Goal is 95%

99%



Healthy Indicator #3 ⓘ

K-6 at benchmark

Goal is 80%

77%



Elementary FAST Reading Grade Level

Connections 11

Students Groups

Grade level	Enrollment	Screened	At benchmark
KG	577	99%	75%
1	519	99%	69%
2	550	99%	78%
3	540	99%	76%
4	645	99%	82%
5	566	99%	77%
6	569	98%	77%

Elementary FAST Mathematics

Linn-Mar Comm School District

Screening Weekly Monitoring Monitoring & Intervention Change

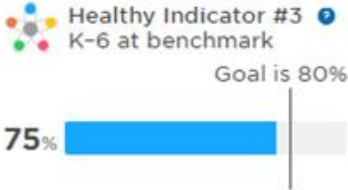
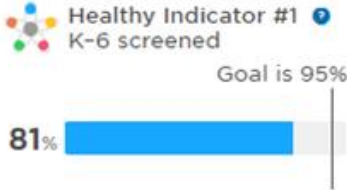
Data recorded on May 26, 2023 ⓘ

Spring 2022-2023 ▾

⬇ Export

Linn-Mar Comm School District
9 schools 3,966

▾ Compare



Elementary FAST Mathematics Grade Level

Grade level	Enrollment	Screened	At benchmark
KG	577	90%	81%
1	519	99%	75%
2	550	98%	75%
3	540	99%	67%
4	645	0%	
5	566	97%	78%
6	569	97%	75%

District Overview of Proficiency

+= growth

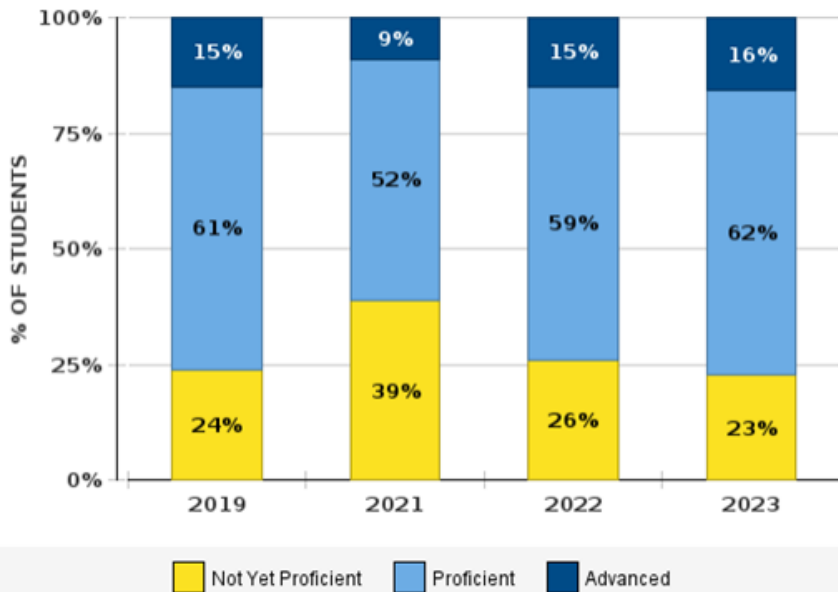
- = less

o = same

Grade	ELA	Math	Science
3	+	o	
4	+	-	
5	-	+	o
6	+	+	
7	+	+	
8	+	+	+
9	+	-	
10	o	+	+
11	+	+	

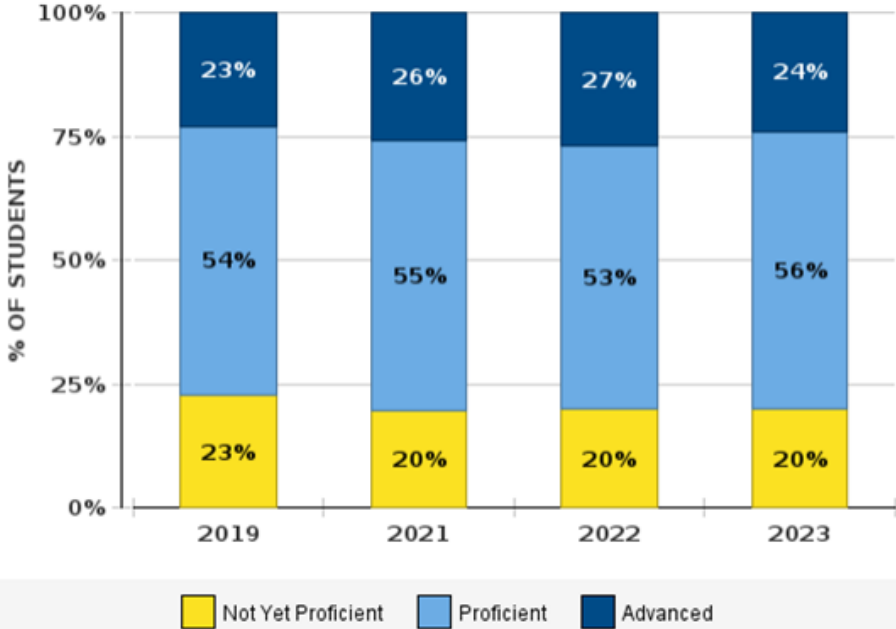
Elementary ISASP Grade 3 English Language Arts

Gr 03 English Language Arts ▾



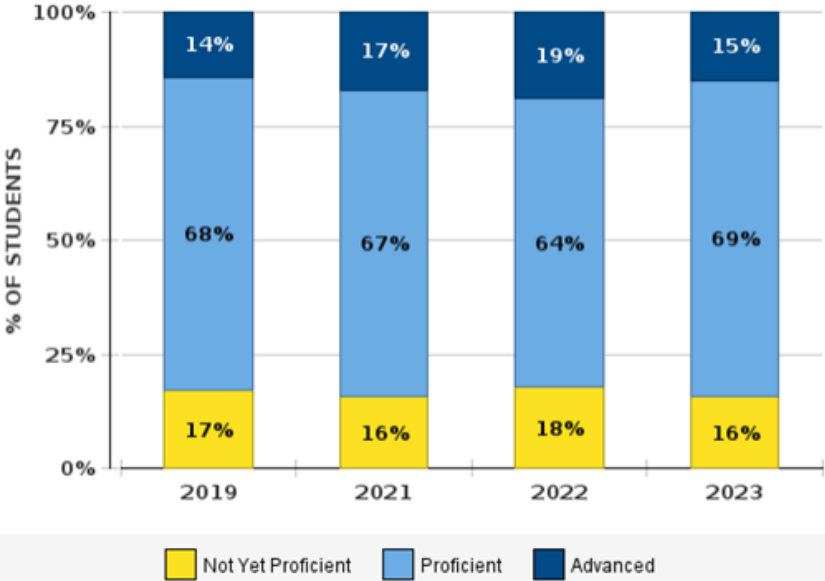
Elementary ISASP Grade 3 Mathematics

Gr 03 Mathematics ▾



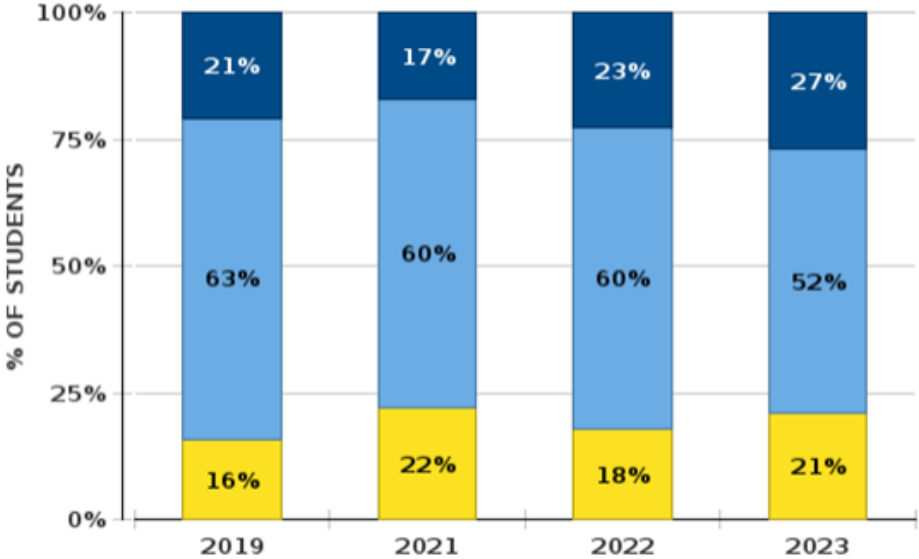
Elementary ISASP Grade 4 English Language Arts

Gr 04 English Language Arts ▾



Elementary ISASP Grade 4 Mathematics

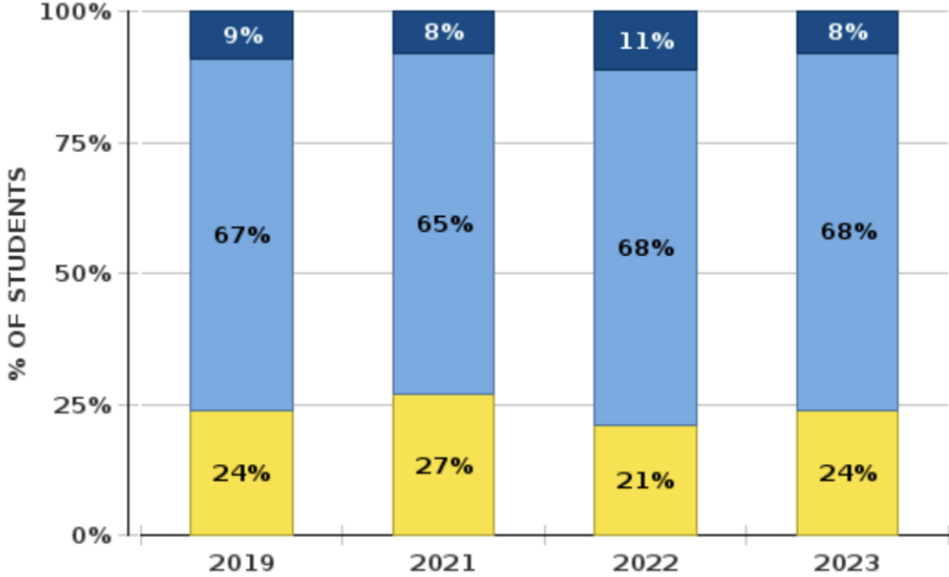
Gr 04 Mathematics ▾



Not Yet Proficient Proficient Advanced

Intermediate ISASP Grade 5 ELA

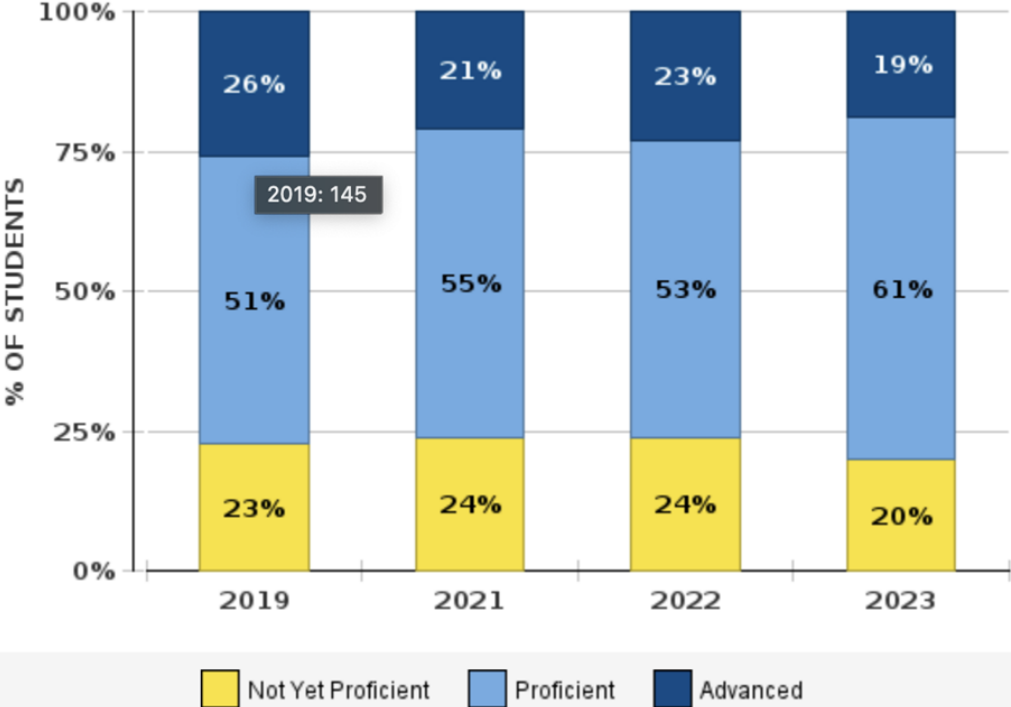
Gr 05 English Language Arts ▾



Not Yet Proficient Proficient Advanced

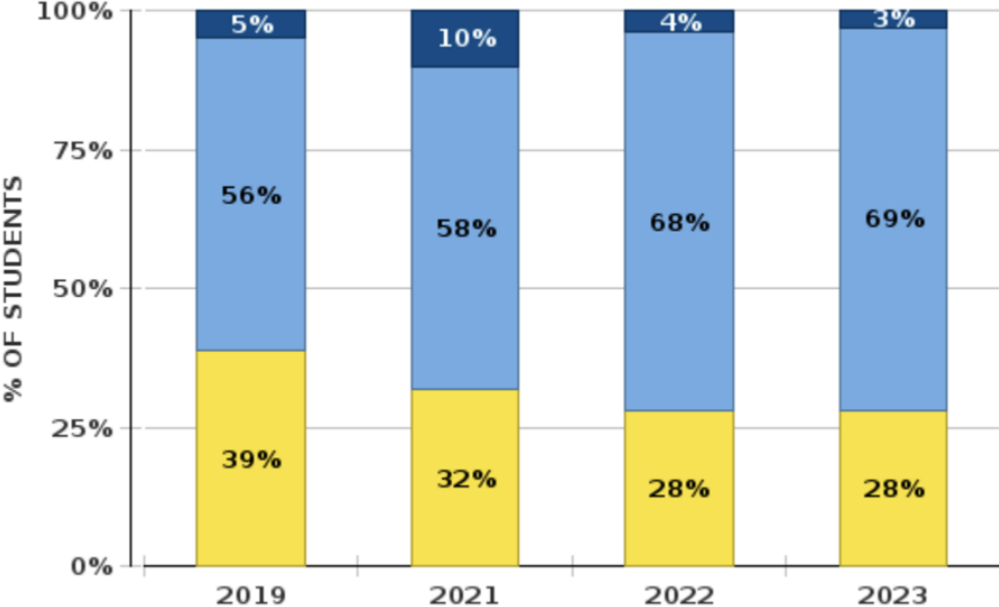
Intermediate ISASP Grade 5 Mathematics

Gr 05 Mathematics ▾



Intermediate ISASP Grade 5 Science

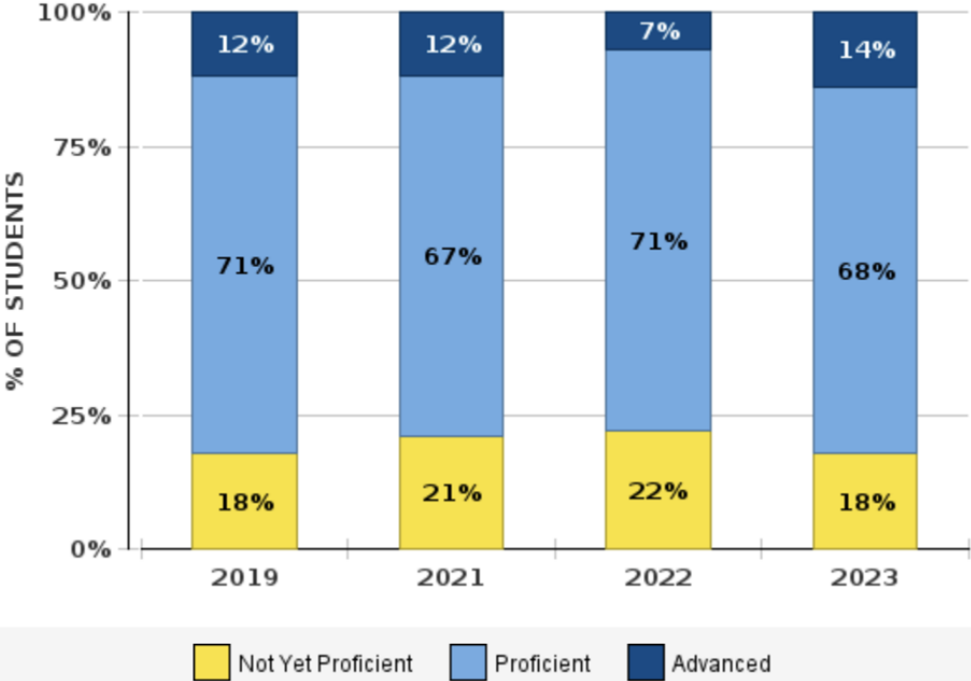
Gr 05 Science ▾



Not Yet Proficient Proficient Advanced

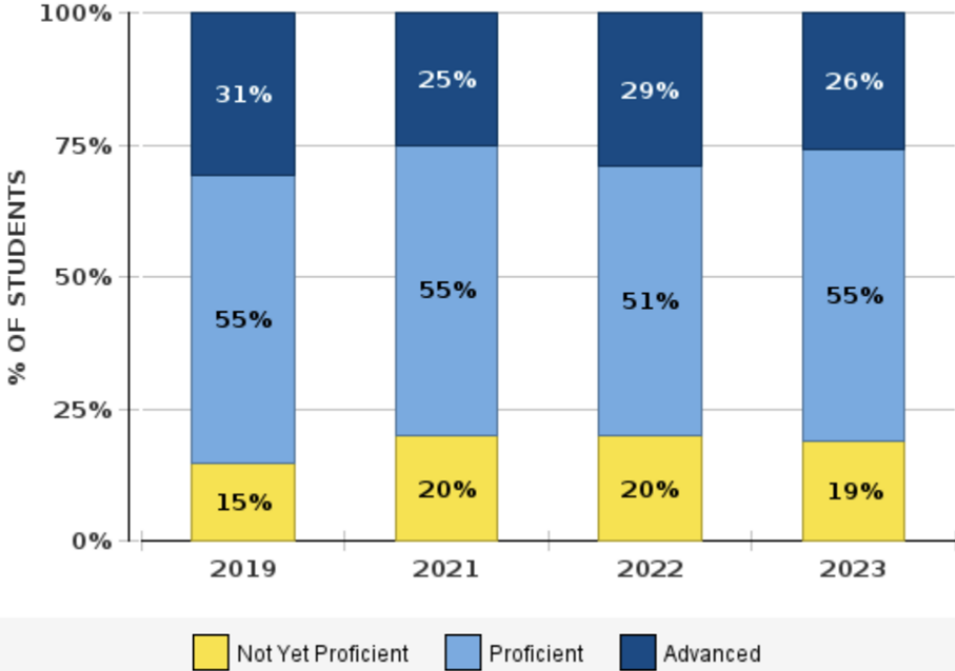
Intermediate ISASP Grade 6 ELA

Gr 06 English Language Arts ▾



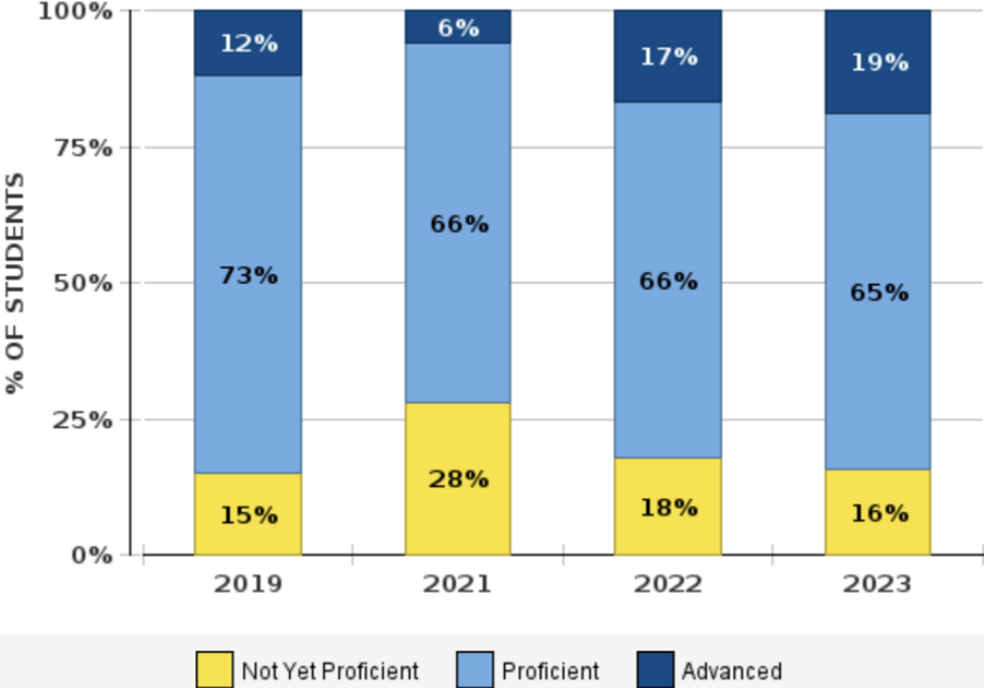
Intermediate ISASP Grade 6 Math

Gr 06 Mathematics ▾



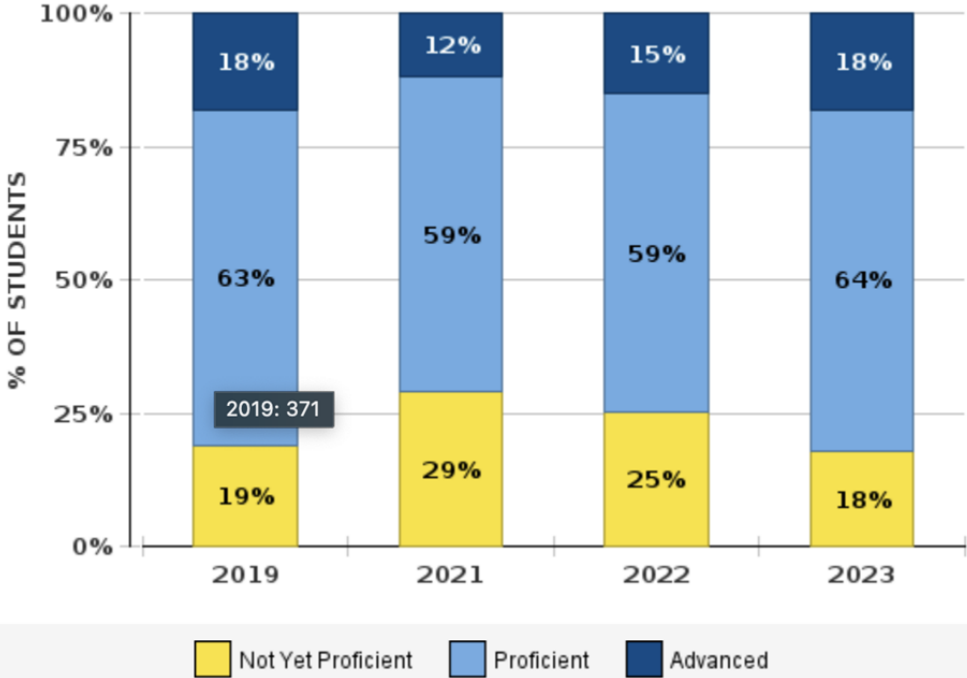
Middle School ISASP Grade 7 ELA

Gr 07 English Language Arts ▾



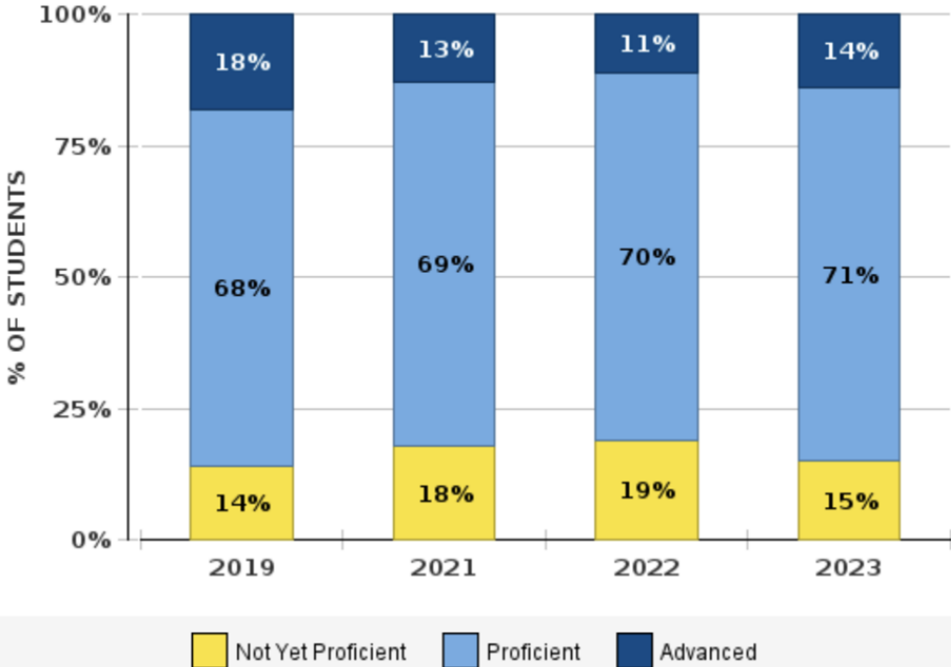
Middle School ISASP Grade 7 Math

Gr 07 Mathematics ▾



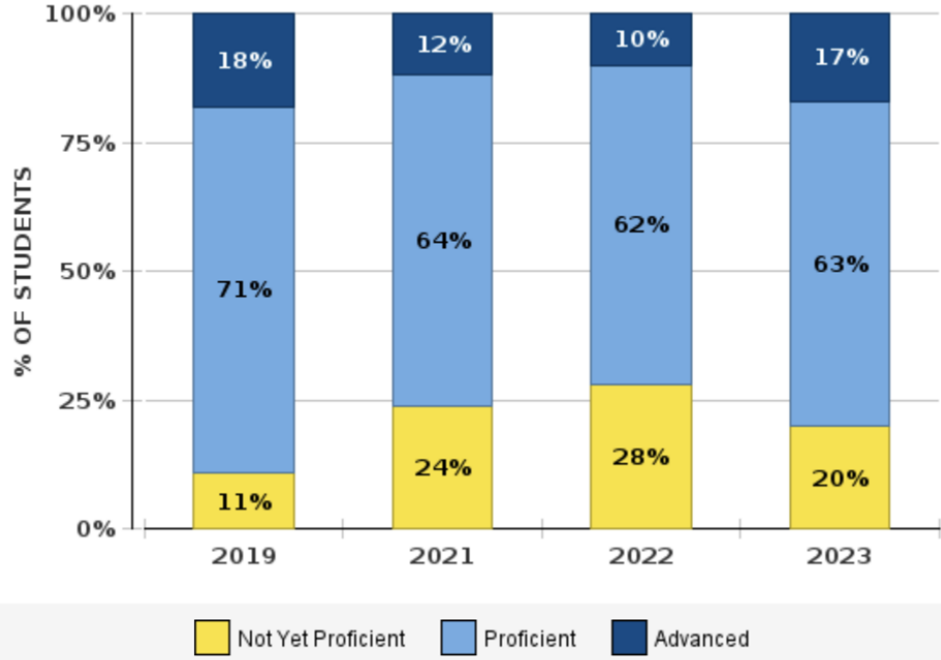
Middle School ISASP Grade 8 ELA

Gr 08 English Language Arts ▾



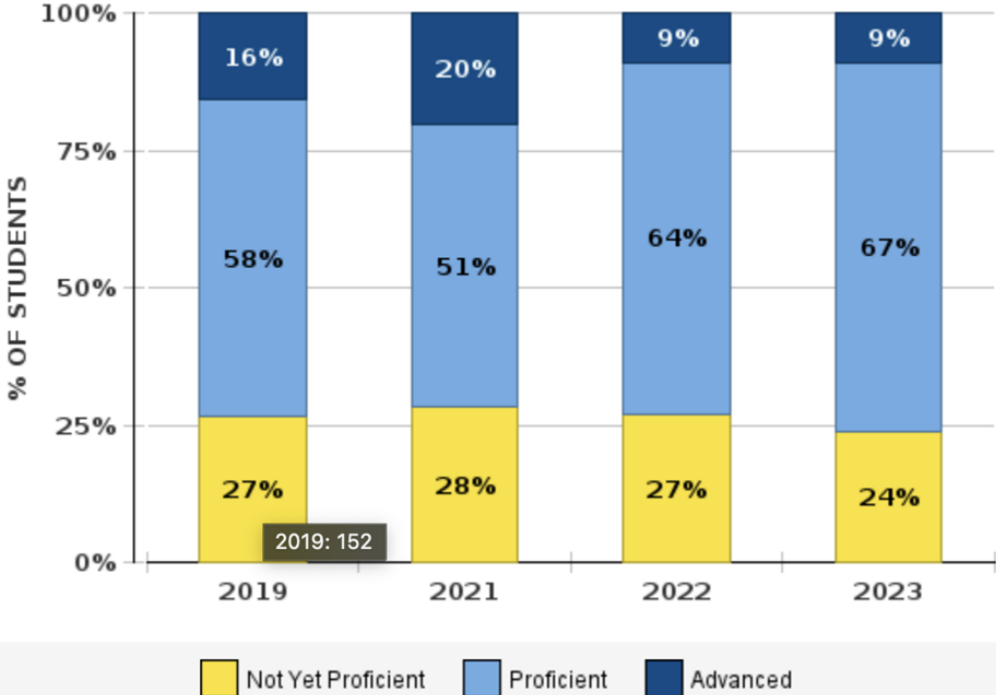
Middle School ISASP Grade 8 Math

Gr 08 Mathematics ▾



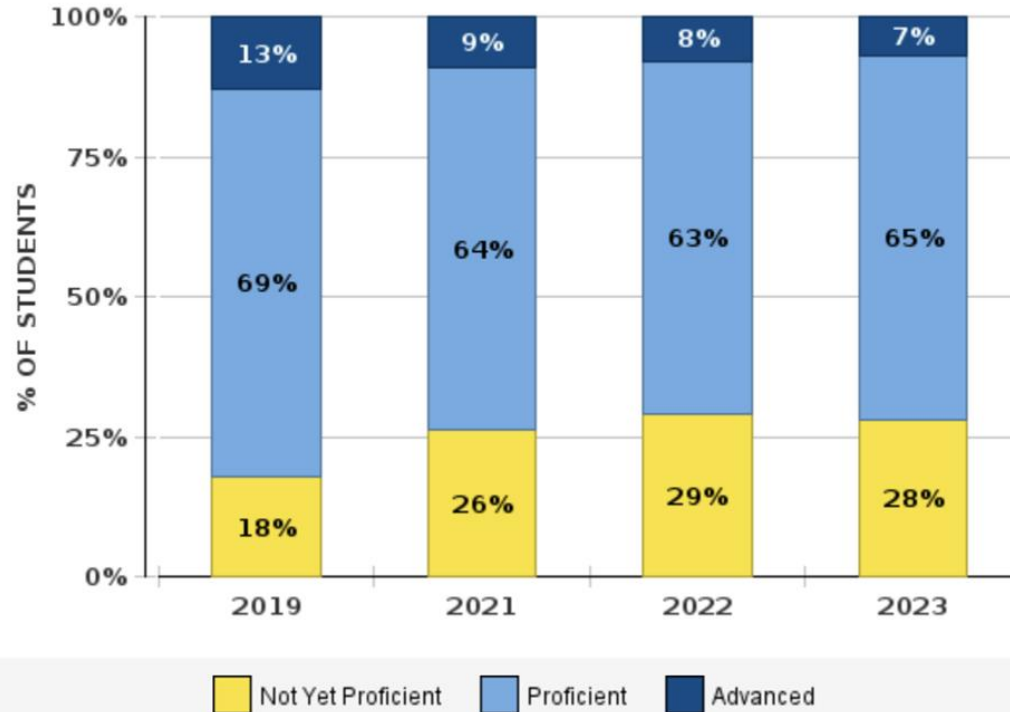
Middle School ISASP Grade 8 Science

Gr 08 Science ▾



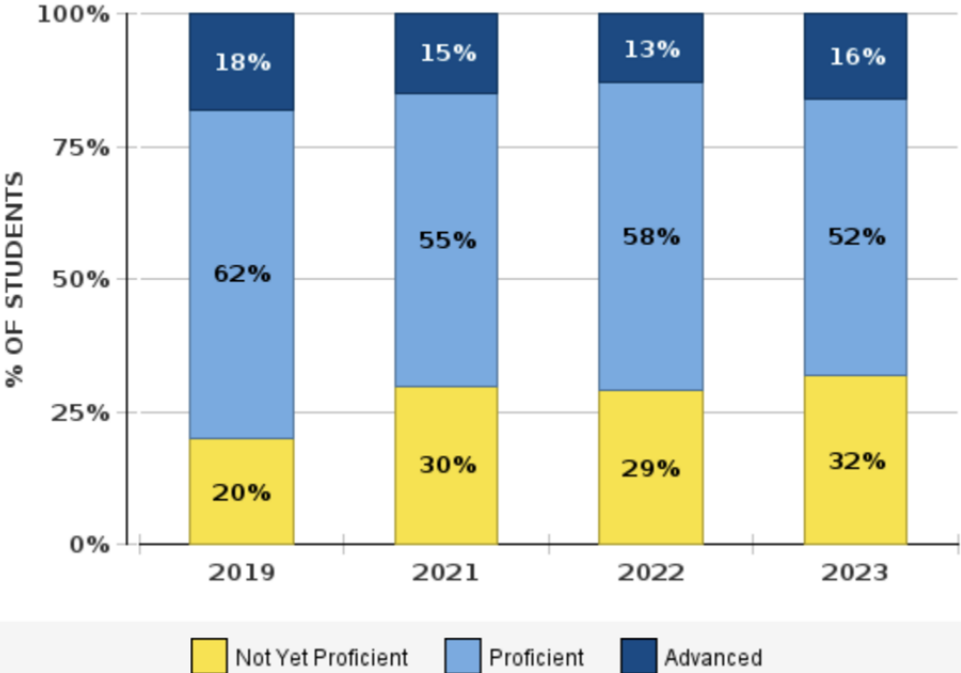
High School ISASP Grade 9 ELA

Gr 09 English Language Arts ▾



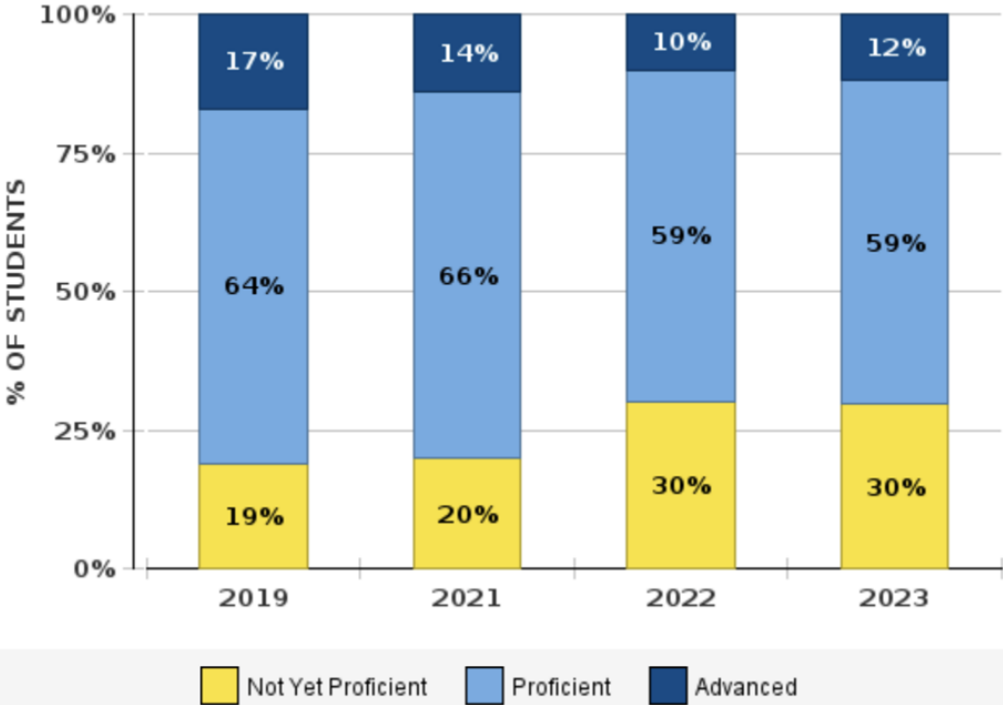
High School ISASP Grade 9 Math

Gr 09 Mathematics ▾



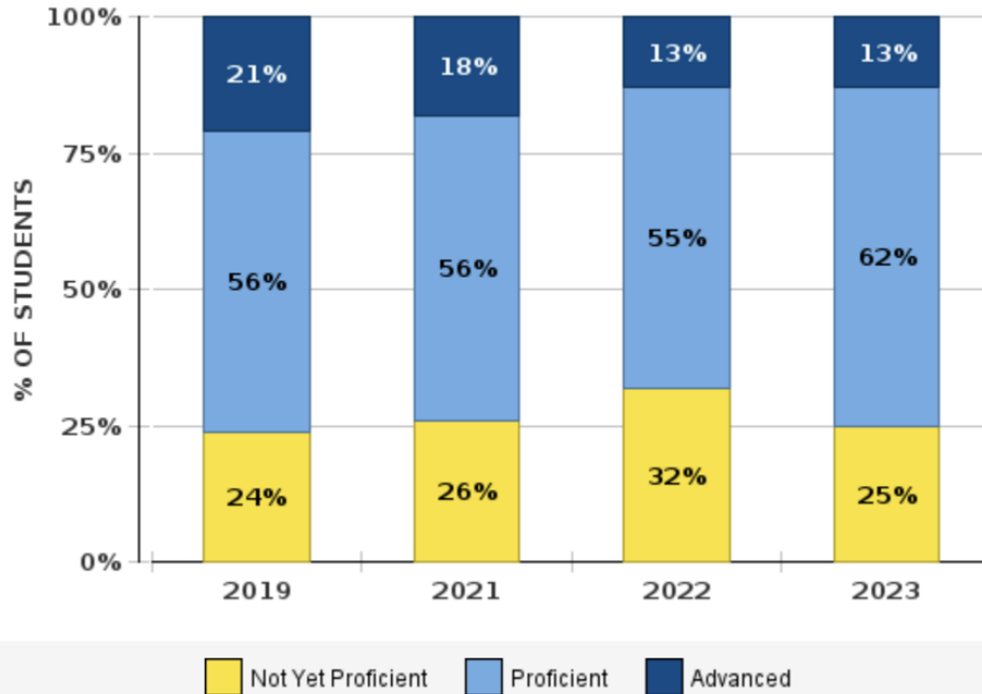
High School ISASP Grade 10 ELA

Gr 10 English Language Arts ▾



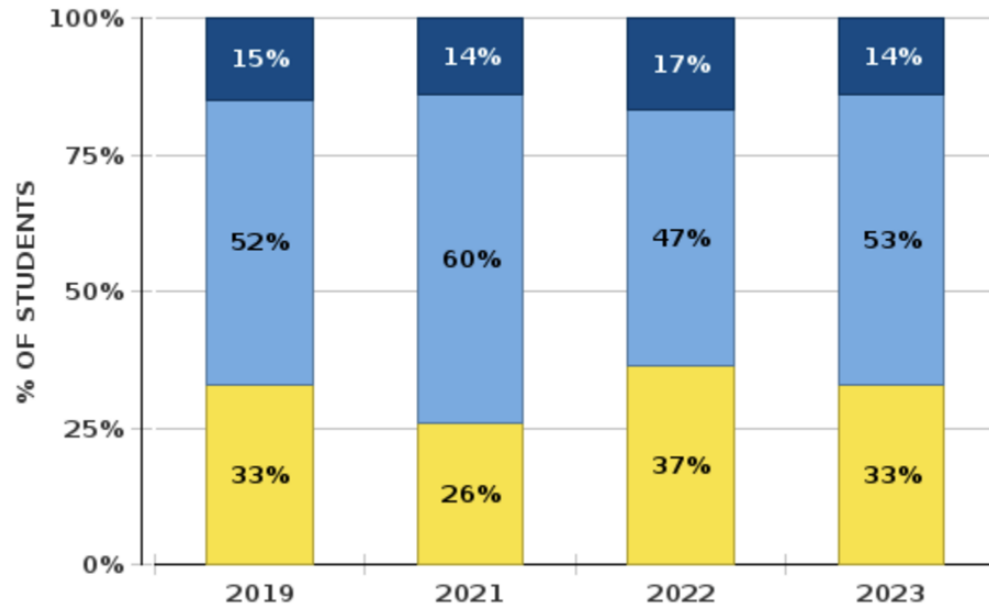
High School ISASP Grade 10 Math

Gr 10 Mathematics ▾



High School ISASP Grade 10 Science

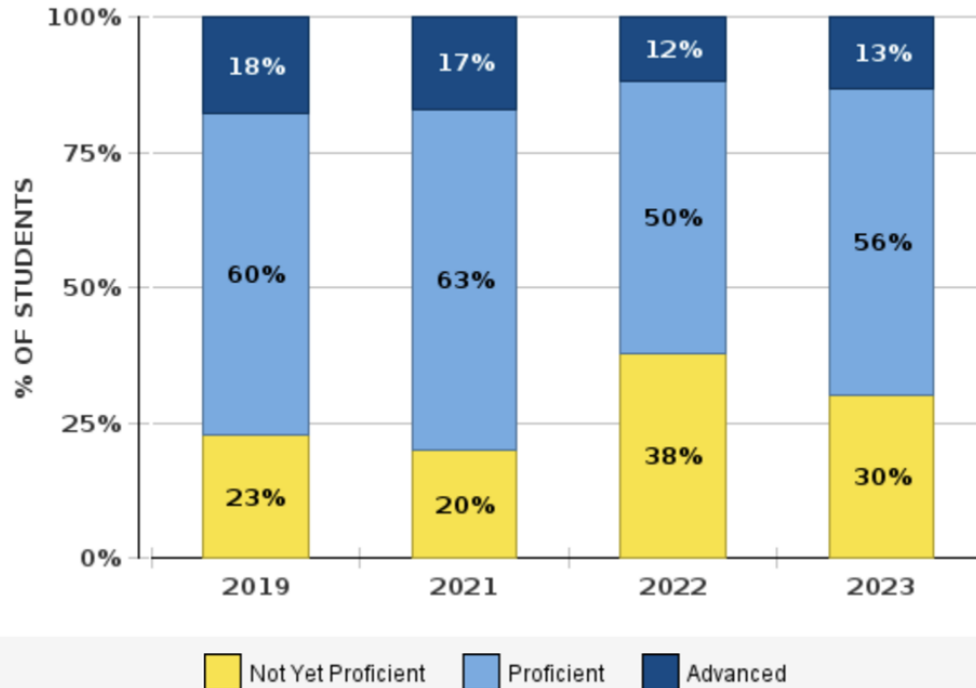
Gr 10 Science ▾



Not Yet Proficient Proficient Advanced

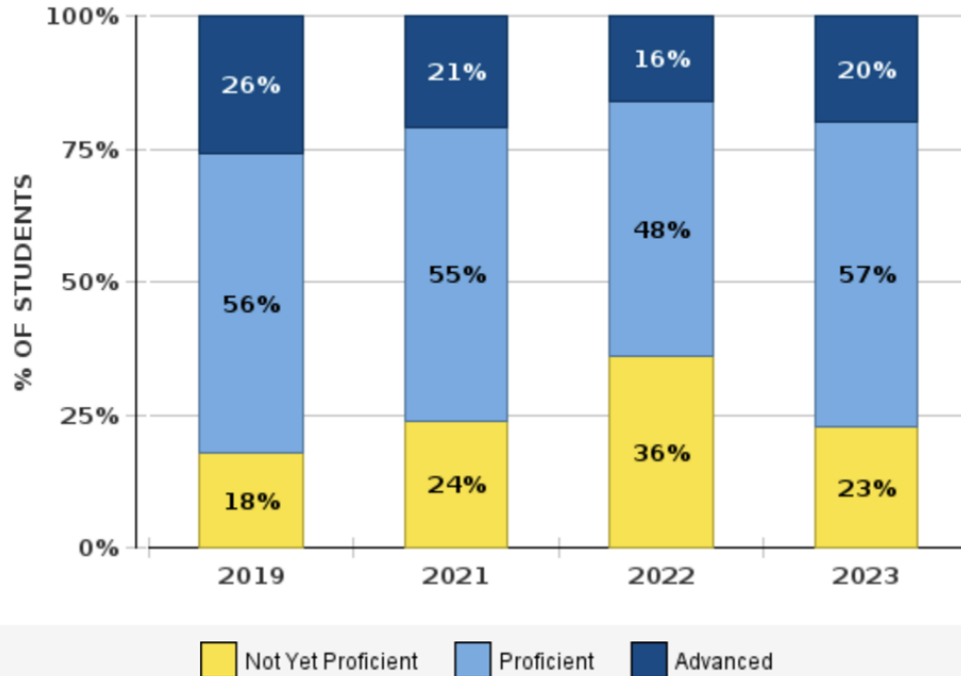
High School ISASP Grade 11 ELA

Gr 11 English Language Arts ▾



High School ISASP Grade 11 Math

Gr 11 Mathematics ▾



Theme Schools- Leader in Me and Innovation

History of theme schools

Timeline of theme school development and events

Data

History and Timeline

2017-18 Exploration of themes

- Central office

2018-19 Exploration of themes

- Bowman Woods and Wilkins
 - Staff learning and input

WILKINS' LIM JOURNEY

2018-2019

Began exploring - book study, Leader Day visits, Leader in Me Symposium

2019-2020

Continued to explore, sent more staff to LIM symposium, planned 7 Habits/Core 1 training

2020-2021

7 Habits/
Core 1
Training -
Began
Action
Teams,
taught 7
Habits

2021-2022

Core 2 & 4DX
- WIGS
- Lead Measures
- Scoreboard
- Accountabilibuddy

What is the timeline?

- Summer 2019: Share update with School Board
- 2019-2020: Staff learning
 - Book Study
 - Franklin Covey training sessions
 - School visits
 - Leader in Me Symposium
 - Forming action teams
 - Begin designing branding options

Timeline continued...

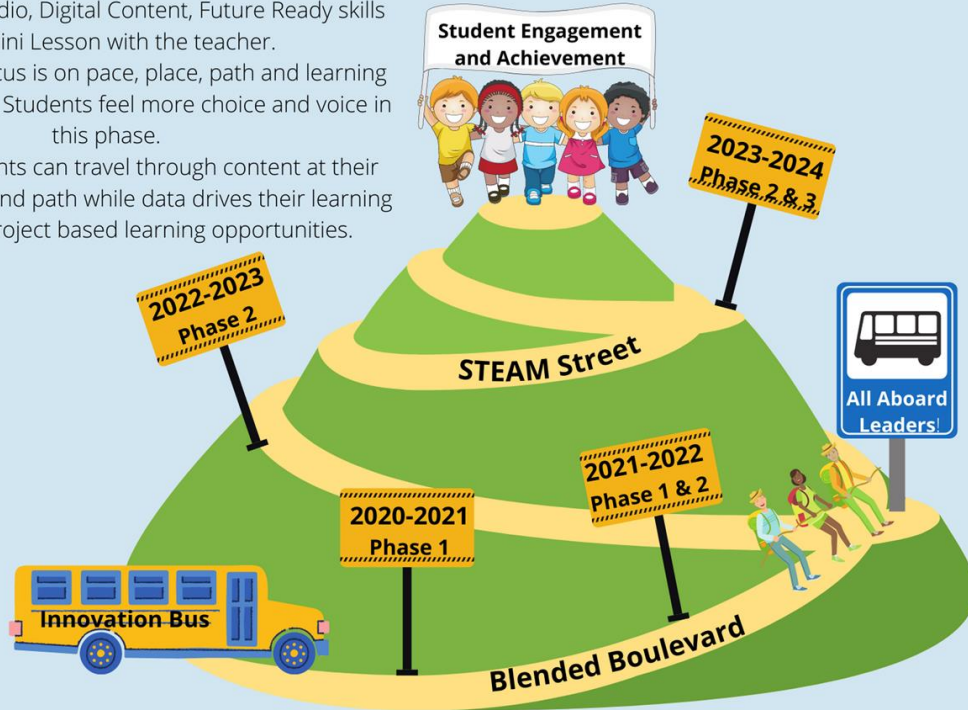
- 2020-2021: Student Participation
 - Student Leader Roles
 - Lead Time
 - Leader in Me Lessons
 - Student Action Teams
 - Community Involvement

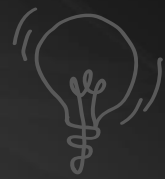
Bowman Woods Theme Journey

Phases of Blended Learning By Marcia Kish

- Phase 1:** Students rotate through four studios: Independent Studio, Digital Content, Future Ready skills and Mini Lesson with the teacher.
- Phase 2:** The focus is on pace, place, path and learning is driven by data. Students feel more choice and voice in this phase.
- Phase 3:** Students can travel through content at their own pace, place and path while data drives their learning targets and project based learning opportunities.

AC'S





**February
2019**



Theme
School
Visits

**March
2019**



Brainstorming
Theme School
Ideas

**September
2019**



Book Study on
PBL, Innovation,
Blended Learning

**December
2019**



Development of
Innovation
Theme

**January/Februar
y
2020**



Innovative
School Visits

**March
2020**



Pineappl
e Day

**March
2020**



COVID

**September
2020**



Marcia
Kish PD

**September
2020**



Blended Learning
Implementation
into one subject
area

**January
2021**



Blended
Learning
Review Day

**April
2021**



Pineapple
Day

**April
2021**



Marcia
Kish PD

Theme School Data

Building Level Analysis

FAST Reading Percent Change Fall to Spring

Bowman Woods +10%

Wilkins +8%

Theme School Data

ISASP % gain proficient ELA and Mathematics 2021 to 2022

- BW
 - ELA 16.29
 - Math 8.44
- WE
 - ELA 2.36
 - Math 11.02

Theme School Data

Wilkins Measurable Results Assessment (Spring)

2021 46

2022 74

2023 76

Boulder Peak MRA (Spring)

2023 77

Student Learning Goals and Strategies



Strategic plan goals- 2023-2024 goals

- During the 2023-2024 school year, students in the Linn-Mar Community School District will increase K-2 FAST reading, 3-11 ISASP ELA, and 3-11 ISASP math scores by 3% through the use of a Multi-Tiered System of Support (MTSS) and the High Reliability Schools (HRS) Framework.
- Individual subgroups below the district average will increase their scores by 6% through targeted interventions and support.
- During the 2023-2024 school year, Linn-Mar high school students will increase low SES subgroup participation rates in ACT, AP courses, Venture Academics, dual-enrollment classes and internships/job shadows by 2.5% through purposeful course scheduling and advising of students.

Student Learning Goals and Strategies

June principals workshop

Timeline- Sept. 13- Leadership

- Connection with strat plan
- Building goals
- Connected to PD

School Improvement Plans

PD Hub and follow up

Updates from the Cabinet

September 11, 2023

Cabinet Members: Assoc. Superintendents Nathan Wear and Bob Read, David Nicholson, (CFO/COO), Karla Christian (Human Resources), Melissa Frick (Student Services), and Jeri Ramos (Technology)

Homecoming Week: Plan to join the LMHS students and staff in celebrating Homecoming 2023!

- Parade: Wed, Sept 13th @ 5:15 PM
- PowderPuff Football: Wed, Sept 13th @ 6:45 PM
- Football Games: Fri, Sept 15th @ 5:00 PM for Freshman and ~7:15 PM for Varsity
- More Info: <https://www.linmar.k12.ia.us/news/homecoming-week-sept-11-16/>

Linn-Mar School Foundation Dine Out for Our Schools Day: For a yummy way to support the Linn-Mar and Marion Independent schools, plan on eating out on September 14th for the LMSF Dine Out for Our Schools Day. Stop into various vendors around the Marion area, mention you are part of the event, and the participating restaurants will donate 10-25% of their total sales that day to support classrooms and student programs! For more info visit the following link:

<https://www.linmar.k12.ia.us/news/dine-out-for-our-schools-thursday-september-14th/>

District Honors & Highlights



Teacher Honor: Congratulations to Ginger Halverson, LMHS Adaptive PE Teacher, for being named by Shape Iowa as Adapted Physical Education Teacher of the Year.

LMEA Outreach: Kudos to the Linn-Mar Education Association (LMEA) for hosting a fundraiser to support the payment of outstanding student meal accounts. The LMEA presented a check for \$1,000 to Stacy Fish, Nutrition Services Manager, during the August 28th school board meeting. In total, the LMEA has raised \$3,000 to support this worthy cause!



Academic Honors: Congratulations to the 1,000+ LMHS sophomores, juniors, and seniors who were recognized during the August Academic Assemblies. These students received an Academic Letter with Honors if they earned a GPA between 3.75-3.99 and an Academic Letter with Distinction if they earned a GPA of 4.0 or higher.





Cedar Rapids

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

Des Moines

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

Iowa City

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

Madison

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

Minneapolis

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

opnarchitects.com

September 7, 2023

Amy Kortemeyer, Superintendent
Linn-Mar Community School District
2999 North Tenth Street
Marion, Iowa 52302

RE: Bid Recommendation for the LM Perf. Center Early Equip. Package (project 22216000)

Amy: We are pleased to report the results of bidding for the early release equipment package for the new Performance Venue. On Thursday, September 7, we received two bids for the Equipment Package. The low bidder on the project was Hawkeye Electric of Hiawatha, Iowa. The bid was below estimates for the package. You can review the specifics of the bid results on the attached bid tab.

After review of the bids, we recommend that the Linn-Mar School Board accept the following bid:

Early Release Equipment Package:
Hawkeye Electric

Base Bid	\$ 362,396.00
TOTAL:	\$ 362,396.00

Upon direction from the board, OPN will prepare a letter to proceed for Hawkeye Electric and contracts between the district and the contractor.

Thank you for the opportunity to serve the Linn-Mar Community School District.

OPN ARCHITECTS, INC.

Roger Worm, Principal

OPN Architects

Attachments: Bid Tabulation

cc: David Nicholson, Chief Financial/Operating Officer, LM Community School District
file



8801 PRAIRIE VIEW LANE SW, SUITE 200
 CEDAR RAPIDS, IOWA 52404-4850
 TEL: 319.841.1944 FAX: 319.841.1949

TABULATION OF BIDS

DATE OF BID: 7-Sep-23
 PROJECT: Linn-Mar CSD - Linn-Mar Performance Center Early Equipment Procurement
 OPN PROJECT NUMBER: 22216000

NAME OF BIDDER	ESTIMATE	Hawkeye Electric	ESCO Group				
LOCATION OF BIDDER	--	Hiawatha, IA	Marion, IA				
BID BOND	--	X	X				
BIDDER STATUS	--	X	X				
BASE BID	\$600,000	\$ 362,396	\$ 377,395				

NOTES: _____

Project Manager: Tiffany Koch, Design Engineers



August 18, 2023

I am requesting that you fill out the form below stating the balances as of June 30, 2023, for the Linn-Mar Community School District accounts. Please contact me if you have any questions.

Thank you for your cooperation and service to the Linn-Mar CSD.

David Nicholson


CFO/Board Secretary

Bank Name: Central State Bank

Accounts Acct. Number June 30, 2023 Balance

Linn-Mar CSD 0051010456 4,482,317.97

Bank employee signature  Operations Manager
Date 8.21.2023



August 18, 2023

I am requesting that you fill out the form below stating the balances as of June 30, 2023, for the Linn-Mar Community School District accounts. Please contact me if you have any questions.

Thank you for your cooperation and service to the Linn-Mar CSD.

David Nicholson


CFO/Board Secretary

Bank Name: Hill Bank and Trust

<u>Accounts</u>	<u>Acct. Number</u>	<u>June 30, 2023 Balance</u>
School House	2557395	<u>\$11,628,674.93</u>
CD \$5,000,000	10347508	<u>\$5,900,000.-</u>
CD \$1,000,000	10347524	<u>\$1,000,000.-</u>
CD \$1,000,000	10347532	<u>\$1,000,000.-</u>
CD \$1,000,000	10347540	<u>\$1,000,000.-</u>
CD \$1,000,000	10347557	<u>\$1,000,000.-</u>

Bank employee signature *Atricia Webster*

Date 8/18/23



August 18, 2023

I am requesting that you fill out the form below stating the balances as of June 30, 2023, for the Linn-Mar Community School District accounts. Please contact me if you have any questions.

Thank you for your cooperation and service to the Linn-Mar CSD.

David Nicholson

CFO/Board Secretary

Bank Name: Farmers State Bank

<u>Accounts</u>	<u>Acct. Number</u>	<u>June 30, 2023 Balance</u>
School Nutrition	740688	<u>\$3,234,080.52</u>
Student Activity	740670	<u>\$1,346,806.50</u>
Management	279034	<u>\$2,302,092.46</u>
General	708271	<u>\$5,077,050.75</u>
Payment Account	824052	<u>\$ 5,144.68</u>
GF Money Market	30274682	<u>\$8,160,647.32</u>

Bank employee signature

Date 8/18/23



August 18, 2023

I am requesting that you fill out the form below stating the balances as of June 30, 2023, for the Linn-Mar Community School District accounts. Please contact me if you have any questions.

Thank you for your cooperation and service to the Linn-Mar CSD.

David Nicholson

David Nicholson
CFO/Board Secretary

Bank Name: Iowa Schools Joint Investment Trust

<u>Accounts</u>	<u>Acct. Number</u>	<u>June 30, 2023 Balance</u>
General	38325-103	<u>3054,067.04</u>
SAVE Series 2020	38325-203	<u>133.62</u>

^{ISJT}
Bank employee signature *[Signature]* ANITA TRACY, AVP INVESTMENT SVCS.
Date 8-18-23

Sponsoring Group	Activity	Contact	Start Date	End Date	Est. Profit	Purpose of Funds
FINE ARTS						
5-8 Band	Apparel Sale	S. Nuss	10/9/2023	10/29/2023	\$4,000.00	instrument purchase, repair, music
OR Ovation Show Choir	Cookie Dough Sale	L. Fontenot	10/2/2023	10/20/2023	\$3,000.00	music, registration fees, costumes
HS 10th Street Edition	Supernova	T. Buglewicz	1/13/2024	1/13/2024	\$30,000.00	choreographers, music, set, costumes, travel
HS In Step	Get in the Spirit	S. Anderson	12/16/2023	12/16/2023	\$15,000.00	choreographers, music, set, costumes, travel
BUILDINGS						
Indian Creek	Artsonia	L. Havlicek	9/12/2023	8/1/2024	\$500.00	art supplies
Westfield	T-Shirt Sale	M. Brandt	9/12/2023	11/30/2023	\$1,000.00	supplies/equipment for essentials
Westfield	Square 1 Art	M. Brandt	12/1/2023	12/22/2023	\$1,500.00	supplies/equipment for essentials
High School	Donations	Manasvi Devi Reddy	9/18/2023	10/2/2023	\$500.00	Red Cross donations for Maui wildfire relief
CLUBS						
Science Olympiad	T-Shirt Sale	L. Azelborn	11/15/2023	12/30/2023	\$500.00	registration fees, supplies
NHS	Lip Sync Battle	D. Patterson	11/10/2023	11/10/2023	\$1,000.00	Wildcat Closet supplies
FBLA	Concessions	B. Schult	9/12/2023	6/30/2024	\$8,500.00	registration fees, travel
FBLA	Sponsorships	B. Schult	9/12/2023	12/15/2023	\$3,000.00	registration fees, travel
FFA	Fruit/Meat/Cheese Sale	B. Lemmer	10/1/2023	12/15/2023	\$5,000.00	entry fees, program fees and supplies
HOSA	Concessions	C. Lechner	9/12/2023	2/28/2024	\$3,000.00	conference fees
Student Council	Socktober	H. Heater	10/1/2023	10/31/2023	\$500.00	charitable donations
Student Council	Homecoming Dance	H. Heater	9/16/2023	9/16/2023	\$10,000.00	club/school project support
Amnesty Int'l	Movie Nights	M. Marzea	12/1/2023	12/22/2023	\$300.00	charitable donations
Muslim Student Association	Mock Nikkah and Iftar	M. Marzea	9/12/2023	11/30/2023	\$200.00	club supplies and awareness
ATHLETICS						
Boys Basketball	T-Shirt Sale	C. Robertson	10/1/2023	11/30/2023	\$500.00	equipment, uniforms
	Jr. Lion Tourney	C. Robertson	12/1/2023	1/31/2024	\$5,000.00	uniforms, warm-ups, travel
	Youth Camp	C. Robertson	6/1/2024	6/30/2024	\$10,000.00	uniforms, warm-ups, equipment, travel
Bowling	Poster	C. Severning	11/4/2023	11/15/2023	\$400.00	poster cost, Spectro system
	Apparel Sale	C. Severning	11/7/2023	11/15/2023	\$300.00	Spectro tracking/practice system
Swimming - Boys	Poster	I. Hoover-Grande	11/6/2023	11/10/2023	\$1,000.00	equipment, fees, volunteer coaches
Wrestling - Boys	Donnybrook Tourney	D. Streicher	12/1/2023	12/2/2023	\$2,000.00	recognition items, coach clinic, apparel, travel
	Developmental Tourney	D. Streicher	12/17/2023	12/17/2023	\$2,000.00	recognition items, coach clinic, apparel, travel
	Competitive Club Tourney	D. Streicher	1/7/2024	1/7/2024	\$10,000.00	recognition items, coach clinic, apparel, travel



INSPIRE LEARNING.
UNLOCK POTENTIAL.
EMPOWER ACHIEVEMENT.

SCHOOL BOARD MINUTES AUGUST 28, 2023

100: CALL TO ORDER & DETERMINATION OF A QUORUM

The Linn-Mar Board of Directors meeting was called to order at 5:00 PM in the boardroom of the Learning Resource Center (2999 N 10th St, Marion). Roll was taken to determine a quorum. Present: Buchholz, Morey, Nelson, Rollinger, Walker, Wall, and Weaver. Administration present: Kortemeyer, Nicholson, Frick, Read, Wear, and Ramos. Absent: Christian.

200: ADOPTION OF AGENDA *Motion 021-08-28*

MOTION by Buchholz to adopt the agenda with the removal of Item 503-Staffing Report. Second by Wall. Voice vote, all ayes. Motion carried.

300: SPECIAL RECOGNITIONS

Tonya Moe, Athletic Director, shared a special recognition of recent student athletic achievements including summer baseball and softball.

400: PUBLIC HEARING

A public hearing was held regarding the early equipment procurement for one (1) generator and two (2) electrical switchboards to support the new performance venue. No comments were received.

500: INFORMATIONAL REPORTS/UPDATES/DISCUSSIONS

501: Linn-Mar Education Association Update

Kelly Stiffler, LMEA President, introduced the LMEA Executive Board and presented a \$1,000 check to Stacy Fish, Nutrition Services Manager, to aid in erasing outstanding student meal account balances.

502: Construction Update – Exhibit 502.1 *(Strategic Plan Priority 5)*

Vicki Hyland, Associate with OPN Architects, shared an update on the new performance venue including information on the updated design, pricing, and construction timeline.

503: Staffing Report *(Board Goal 3.a / Strategic Plan Priority 4)*

~~Karla Christian, Chief Human Resources Officer, will report on staffing for the 2023-24 school year.~~

504: Meet & Greet and Staff Welcome Back Report

The board shared they enjoyed speaking with community members and staff during the August 16th Meet & Greet and the August 17th Staff Welcome Back. Special thanks were shared with the student musicians and their instructors for the wonderful musical talent shared before and during the staff welcome back. Morey thanked Mayor AbouAssaly for sharing his story during the staff welcome back event and the community for attending the Meet & Greet. Rollinger apologized for not being able to attend both events due to family commitments.

505: Marion City Council Report *(Strategic Plan Priority 1)*

Nelson reported that during the August 17th Marion City Council meeting the City approved zoning of a housing development west of 44th Street and north of 35th Avenue.

506: Superintendent's Update

Superintendent Kortemeyer shared an update on current construction projects, some of the staff learning events and meetings that occurred to kick off the start of the school year, and a reminder of Homecoming.

600: UNFINISHED BUSINESS

601: Second Reading of Policy Recommendations – Exhibit 601.1 *Motion 022-08-28*

MOTION by Wall to approve the second reading of the policy recommendations as presented. Second by Buchholz. Rollinger asked several clarifying questions and stated several concerns regarding policies 504.14 and 504.R.

MOTION by Rollinger to table the approval of policy 504.R. No second received. Motion failed.

Voice vote regarding original motion. Ayes: Buchholz, Morey, Nelson, Walker, Wall, and Weaver. Nay: Rollinger. Motion carried.

- 103.1 Anti-Bullying and Anti-Harassment
- 103.1-R Admin Regulations Regarding Anti-Bullying and Anti-Harassment
- 204.1 Meetings of the School Board
- 204.9 Public Participation in School Board Meetings
- 401.5 Licensed Personnel Professional Development
- 401.15 Child Abuse Reporting by Licensed Personnel
- 403.7-E1 FMLA Leave Request and Employee Obligation/Requirement Form
- 403.7-E8 Medical Documentation of Absence
- 403.16-R Admin Regulations Regarding Employee Records
- 403.22 Staff Development
- 501.6 Non-Resident Students
- 504 Student Health Services *(Reflects requested update from first reading)*
- 504-R (New) Admin Regulations Regarding Student Health Services
- 504.14 (New) Student Disclosure of Identity
- 504.14-E1 (New) Report of Student Disclosure of Identity

- 504.14-E2 (New) Request to Update Student Identity
- 504.31 Administration of Medication to Students
- 504.31-E1 Medication Permission Form
- 504.31-E2 Authorization-Asthma, Airway Constricting, or Respiratory Distress Medication Self Administration Consent Form
- 504.31-E3 (New) Parental Authorization and Release Form for the Independent Self Carry and Administration of Prescribed Medication or Independent Delivery of Health Services by the Student
- 504.31-E4 (New) Parental Authorization and Release Form for the Administration of Voluntary School Stock Over-The-Counter Medication to Students
- 504.32 Stock Prescription Medication Supply
- 601.2 School Calendar
- 602.27 Selection of Instructional Materials
- 602.27-R Admin Regulations Regarding Selection of Instructional Materials
- 602.28 Instructional and Library Materials Inspection and Display
- 602.28-E1 (New) Request to Prohibit a Student From Accessing Specific Instructional Materials
- 604.6 School Library
- 605.2 Testing Program
- 801.3 Transfer of Funds
- 805.2 Care, Maintenance, and Disposal of Records

700: NEW BUSINESS

701: Imagine Learning Agreement – Exhibit 701.1 Motion 023-08-28

Associate Superintendent Wear clarified that the proposed English language arts digital platform license for 7th/8th grades with Imagine Learning is a supplemental resource for organizing teacher materials and offers some student digital learning options for use in the classroom.

MOTION by Buchholz to approve the Imagine Learning digital platform license for 7th/8th grade English language arts. Second by Walker. Voice vote, all ayes. Motion carried.

702: Open Enrollment Requests Motion 024-08-28

MOTION by Weaver to approve the open enrollment requests as presented. Second by Nelson. Voice vote, all ayes. Motion carried.

	Student Name	Grade	Resident District
Approved IN	Brown, Jahking	4 th	Cedar Rapids CSD
	Brown, Jaleel	9 th	Cedar Rapids CSD
	Brown, JaMere	10 th	Cedar Rapids CSD
	Brown, Jarreau	4 th	Cedar Rapids CSD
	Brown, JaVeon	7 th	Cedar Rapids CSD
	Feild, Aryanna	K	Cedar Rapids CSD
	Gerber, Keely	9 th	Marion Independent
	Henderson, Gwendolyn	K	Cedar Rapids CSD
	Hunt, Silas	8 th	College CSD
	Navarro, Johnny	K	Cedar Rapids CSD
	Rodriguez, Emmanuel	K	Marion Independent
	Truesdell, Jackson	7 th	Marion Independent

Denied IN	Student Name	Grade	Resident District	Reason
	Devary, Aspen	K	Marion Independent	Insufficient space
	Kirkpatrick, Johnathon	9 th	Cedar Rapids CSD	Insufficient space

800: CONSENT AGENDA Motion 025-08-28

MOTION by Walker to approve the consent agenda with the removal of Item 802.1 (Approval of August 14th Board Minutes) for separate consideration. Second by Buchholz. Kortemeyer thanked David Nicholson for his service as CFO/COO and wished him well. Voice vote, all ayes. Motion carried.

MOTION by Wall to approve Item 802.1 (Approval of August 14th Board Minutes) with the correction of a nay vote recorded for Rollinger regarding the approval of Consent Agenda Item 605.21 (Franklin Covey Sales Agreement-Leader in Me). Second by Walker. Voice vote, all ayes. Motion carried. **Motion 026-08-28**

801: Personnel

Certified Staff: Assignments/Reassignments/Transfers

Name	Assignment	Dept Action	Salary Placement
Gladwin, Michelle	From NE/LG to NE/EX Reading Teacher	8/17/23	Same
Smith, Hillary	HP: From .5 Para/.5 Teacher to 1.0 Computer Science Teacher	8/17/23	BA+12, Step 1

Certified Staff: Resignation

Name	Assignment	Dept Action	Reason
Kimsey, Kya	WF: Kindergarten Teacher	6/1/23	Relocation

Classified Staff: Assignments/Reassignments/Transfers

Name	Assignment	Dept Action	Salary Placement
Aggarwal, Neha	From IC to BP Student Support Assoc	8/17/23	Same
Altmaier, Shirryl	NS: HS from General Help to Cashier	8/18/23	SEIU A+.25, Step 2
Anderson, Jillian	LG: Student Support Associate	8/17/23	LMSEAA II, Step 1
Boddicker, Heidi	HP: From .67 to 1.0 Paraprofessional	8/23/23	Same
Brenes, Daysi	NS: HS Cashier from 7 to 7.5 hrs/day	8/18/23	Same
Brewer, Wyatt	OR: Student Support Associate	8/22/23	LMSEAA II, Step 1
Carpenter, Dan	TR: From Regular Sub to Bus Driver	8/1/23	Same
Chubb, Cheri	HS: Student Support Associate	8/17/23	LMSEAA II, Step 1
Cloyd, Emilee	EH: Student Support Associate	8/17/23	LMSEAA II, Step 1
Comrie, Madison	EH: Student Support Associate	8/17/23	LMSEAA II, Step 1
Crawford, Amy	LG: Student Support Associate	8/22/23	LMSEAA II, Step 1
Dancey, Carolyn	OR: Student Support Associate	9/5/23	LMSEAA II, Step 1
Dighton, Lisa	From EX to BP Student Support Assoc	8/17/23	Same
Fratzke, Patty	From EX to BP Part-Time Student Support Associate	8/17/23	Same
Galbraith, Jonathan	LRC: Chief Financial/Operating Officer	TBD	\$140,000/year
Gillis, Hailey	BP: Student Support Associate	9/5/23	LMSEAA II, Step 1
Klein, Kennedy	NS: From NE to BP Lead Cook	8/16/23	SEIU A+.25, Step 3
Laubach, Lori-Anne	From LG to EH Student Support Assoc	8/17/23	Same
Leonardson, Tracy	NS: NE General Help	8/16/23	PTNS, Step 1

Name	Assignment	Dept Action	Salary Placement
Lowen, Keith	TR: From Regular Sub to Bus Driver	8/1/23	Same
Metla, Teena	EH: Student Support Associate	8/17/23	LMSEAA II, Step 1
Mills, Victoria	EX: Attendance Secretary	8/21/23	LMSEAA IV, Step 1
Robbins, Donna	NS: IC Satellite Manager	8/16/23	PTNS +.75, Step 1
Russell, Amy	LG: Student Support Associate	8/17/23	LMSEAA II, Step 1
Taylor, Dawn	HS: Student Support Associate	8/23/23	LMSEAA II, Step 1
Titus, Emma	HS: Student Support Associate	8/28/23	LMSEAA II, Step 1
Tuttrup, Jason	OR: Student Support Associate	8/17/23	LMSEAA II, Step 1
Wells, Andria	TR: From Regular Sub to Bus Driver	8/1/23	Same
White, Danika	LG: Student Support Associate	8/22/23	LMSEAA II, Step 1
Zach, Susan	NS: NE General Help/Lead Baker	8/16/23	SEIU A+.25, Step 1

Classified Staff: Resignation

Name	Assignment	Dept Action	Reason
Baker, Kaitlyn	NE: Custodian	9/2/23	Personal
Beringer, Jesse	EX: Custodian	8/22/23	Relocation
Cromer, Brodie	OR: Student Support Associate	8/16/23	Other employment
Knapp, Maegen	OR: Student Support Associate	8/7/23	Other employment
McCallum, Kitty	NS: IC General Help	8/23/23	Termination
Nicholson, David	LRC: Chief Financial/Operating Officer	9/8/23	Other employment
Roe, Kristen	NS: HS General Help/Cashier	8/14/23	Personal
Sevcik, Denise	EX: Attendance Secretary	8/25/23	Personal

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

Name	Assignment	Dept Action	Salary Placement
Barry, Debra	District: Cognitive Coaching Instructor	8/22/23	\$1,039.95
Becker, Kristin	OR: Assistant 7 th Gr Volleyball Coach	8/23/23	\$3,083
Becker, Kyle	HS: Boys Tennis Camp Instructor	8/8/23	\$2,000
Bowman, Amy	District: Cognitive Coaching Instructor	8/22/23	\$1,039.95
Finnerty, Michael	OR: Assistant Cross Country Coach	8/23/23	\$3,083
Lynch, Greg	HS: Auditorium/Little Theatre Manager	8/14/23	\$4,647
McAndrew, Brian	EX: Assistant 8 th Gr Football Coach	8/16/23	\$3,083
Shaffer, Ryan	OR: From Asst to Head 7 th Gr Volleyball Coach	8/23/23	\$3,468
Shiple Jr, Mike	HS: Head 9 th Gr Baseball Coach	8/21/23	\$4,624
Sturtz, McKayla	HS: Auditorium/Little Theatre Manager	8/14/23	\$2,288
Wundram, Chris	HS: Boys Tennis Camp Instructor	8/8/23	\$2,500
Young, Jacob	OR: Assistant 8 th Gr Football Coach	8/23/23	\$3,083

Co/Extra-Curricular Staff: Resignation

Name	Assignment	Dept Action	Reason
Katz, Phil	EX: Assistant 8 th Gr Football Coach	8/15/23	Personal
Kemokai, Abass	EX: Assistant 7 th Gr Football Coach	8/14/23	Personal

802: Approval of August 14th Board Minutes – Exhibit 802.1

803: Approval of Bills/Warrants – Exhibit 803.1

804: Approval of Contracts/Agreements – Exhibits 804.1-3

1. Concurrent enrollment partnership with Kirkwood Linn County Regional Center shared programs instruction
2. Concurrent enrollment partnership with Linn County/Kirkwood onsite and alternative concurrent instruction
3. Independent contractor agreement with Jen Petsche for LM show choir choreography services

805: Fundraising Request – Exhibit 805.1

LMHS volleyball, basketball, and soccer fundraisers to raise money for charities.

900: BOARD CALENDAR/COMMUNICATIONS/COMMITTEES

901: Board Calendar & Communications

Morey shared a reminder that the November board meeting would be on November 20th due to the timeline of the school board elections.

Date	Time	Event	Location
Aug 30	10:30 AM	Board/Staff Pictures (For 2023-24 IDs)	LRC Gym
Date	Time	Event	Location
Sept 7	7:30 AM	Finance/Audit Committee	LRC Room 203
Sept 7	5:30 PM	Marion City Council (Weaver)	City Hall
Sept 11	5:00 PM	Board Meeting	Boardroom
Sept 13	5:15 PM	LMHS Homecoming Parade	LMHS South Lot
Sept 14	All Day	LM School Foundation Dine Out for Schools Day	Various Vendors
Sept 14	11:30 AM	Board Visit	Hazel Point
Sept 18	5:00 PM	Diversity/Equity/Inclusion Committee (DEI)	Boardroom
Sept 20	1:00 PM	Policy Committee (500 Series Review)	Boardroom
Sept 21	5:30 PM	Marion City Council (Buchholz)	City Hall
Sept 25	5:00 PM	Board Meeting	Boardroom
Sept 28	11:45 AM	Board Visit	Boulder Peak
Sept 28	4:00 PM	School Improvement Advisory Committee (SIAC)	Boardroom

902: Board Committees/Advisories

Committee/Advisory	Board Representatives
Finance/Audit Committee (F/AC)	Buchholz, Morey, Weaver
Policy Committee	Morey, Nelson, Wall
Career & Technical Education Advisory (CTE)	Nelson, Rollinger, Walker
School Improvement Advisory Committee (SIAC)	Rollinger, Walker, Wall

1000: AUDIENCE COMMUNICATIONS

1. Matt Banowetz, parent, open enrollment

1100: ADJOURNMENT Motion 027-08-28

MOTION by Wall to adjourn the meeting at 6:43 PM. Second by Nelson. Voice vote, all ayes. Motion carried.

Brittania Morey, Board President

David Nicholson, Board Secretary/Treasurer

**SCHOOL BOARD WORK SESSION MINUTES
AUGUST 28, 2023**

100: CALL TO ORDER & DETERMINATION OF A QUORUM

The Linn-Mar Board of Directors work session was called to order at 6:56 PM in the boardroom of the Learning Resource Center (2999 N 10th St, Marion). Roll was taken to determine a quorum. Present: Buchholz, Morey, Nelson, Rolling, Walker, Wall, and Weaver. Administration present: Kortemeyer and Nicholson.

200: ADOPTION OF AGENDA *Motion 028-08-28*

MOTION by Wall to adopt the agenda as presented. Second by Rollinger. Voice vote, all ayes. Motion carried.

300: WORK SESSION

301: Move into Closed Session *Motion 029-08-28*

MOTION by Wall to move into closed session at 6:57 PM as provided in Iowa Code Section 21.5(1)(i) of the Open Meetings Law "to evaluate the professional competency of an individual whose appointment, hiring, performance, or discharge is being considered, when necessary, to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session." Second by Weaver. Roll call vote, all ayes. Motion carried. *Nicholson left the meeting at 6:57 PM.*

302: Return to Open Session *Motion 030-08-28*

MOTION by Walker to return to open session at 7:34 PM. Second by Nelson. Roll call vote, all ayes. Motion carried.

400: ADJOURNMENT *Motion 031-08-28*

MOTION by Walker to adjourn the work session at 7:34 PM. Second by Buchholz. Voice vote, all ayes. Motion carried.

Brittania Morey, Board President

David Nicholson, Board Secretary/Treasurer

Linn-Mar Community School District

IA- Warrants Paid Listing

Criteria

Date Range: 08/28/2023 - 09/07/2023

Fiscal Year: 2023-2024

Vendor Name	Description	Check Total
Fund: AQUATIC CENTER		
BUDGET CAR RENTAL	STAFF TRAVEL	\$399.84
FARMERS STATE BANK	EE LIAB-DIR DEP NET PAY	\$263.91
INTERNAL REVENUE SERVICE-9343	EE LIAB-MEDICARE	\$4.44
INTERNAL REVENUE SERVICE-9343	EE LIAB-SO SEC	\$19.04
INTERNAL REVENUE SERVICE-9343	ER LIAB-MEDICARE	\$4.44
INTERNAL REVENUE SERVICE-9343	ER LIAB-SOC SEC	\$19.04
INTERNAL REVENUE SERVICE-9343	FEDERAL INCOME TAX WITHHOLDING	\$3.04
Fund Total:		\$713.75
Fund: DEBT SERVICE		
UMB BANK, N.A.	OTHER PROFESSIONAL SERVICES	\$600.00
Fund Total:		\$600.00
Fund: GENERAL		
A-1 RENTAL, INC	RENTALS EQUIPMENT	\$212.55
ADVANCED SIGNS INC	INSTRUCTIONAL SUPPLIES	\$116.95
AHLERS AND COONEY, P.C.	LEGAL SERVICES	\$735.95
ALLIANT ENERGY	ELECTRICITY	\$88,061.24
ANCHOR FRAME & AXLE	VEHICLE REPAIR	\$189.00
ARNOLD MOTOR SUPPLY	REPAIR PARTS	\$223.24
ARNOLD MOTOR SUPPLY	TRANSP. PARTS	\$98.76
ATLANTIC COCA-COLA	GENERAL SUPPLIES	\$395.32
BARNARD INSTRUMENT REPAIR, INC	INSTRUCTIONAL SUPPLIES	\$600.00
BLUUM OF MINNESOTA, LLC	COMPUTER SOFTWARE	\$1,503.86
BLUUM OF MINNESOTA, LLC	EQUIPMENT >\$5,000	\$20,042.54
BLUUM OF MINNESOTA, LLC	GENERAL SUPPLIES	\$1,131.46
BLUUM OF MINNESOTA, LLC	OTHER TECH SER	\$6,050.93
BYTESPEED LLC	COMPUTER SOFTWARE	\$5,500.00
C.J. COOPER & ASSOCIATES	DRUG TESTING	\$310.00
C.J. COOPER & ASSOCIATES	PHYSICALS	\$810.00
CAPITAL ONE	GENERAL SUPPLIES	\$2,765.02
CAPITAL ONE	INSTRUCTIONAL SUPPLIES	\$120.34
CEDAR RAPIDS WINSUPPLY PLUMBING CO	HEAT/PLUMBING SUPPLY	\$4,676.55
CENTRAL STATES BUS SALES INC	TRANSP. PARTS	\$9,896.56
CENTURYLINK	TELEPHONE	\$296.70
CESA # 5	INSTRUCTIONAL SUPPLIES	\$2,600.00
CHIROPRACTIC OF IOWA	PHYSICALS	\$110.00
CITY LAUNDERING COMPANY	GENERAL SUPPLIES	\$386.00
CITY OF ROBINS	WATER/SEWER	\$361.00
COLLECTION	EE LIAB-GARNISHMENTS	\$274.77
COTTON GALLERY LTD.	GENERAL SUPPLIES	\$3,108.00
COTTON GALLERY LTD.	INSTRUCTIONAL SUPPLIES	\$902.00
CRESCENT PARTS & EQUIPMENT CO., INC	ELECTRICAL SUPPLY	\$2,332.30
CRISIS PREVENTION INSTITUTE INC	PROF SERV: EDUCATION	\$6,320.65
CROWBAR'S	GENERAL SUPPLIES	\$20.40
CROWBAR'S	INSTRUCTIONAL SUPPLIES	\$10.47

Linn-Mar Community School District

IA- Warrants Paid Listing

Criteria

Date Range: 08/28/2023 - 09/07/2023

Fiscal Year: 2023-2024

Vendor Name	Description	Check Total
DELTA DENTAL OF IOWA	ER LIAB-DENTAL INS	\$76,228.54
DOUG ELSBURY	GENERAL SUPPLIES	\$398.00
DRAMATIC PUBLISHING	INSTRUCTIONAL SUPPLIES	\$23.90
ELECTRONIC ENGINEERING CO	RADIOS	\$240.00
EVER-GREEN LANDSCAPE & SUPPLY	GROUNDS UPKEEP	\$210.00
EVERYDAY SPEECH LLC	COMPUTER SOFTWARE	\$4,731.87
FARMERS STATE BANK	EE LIAB-DIR DEP NET PAY	\$214,914.71
GASWAY CO, J P	GENERAL SUPPLIES	\$1,581.52
GAZETTE COMMUNICATIONS INC	ADVERTISING	\$19.92
GILCREST/JEWETT	INSTRUCTIONAL SUPPLIES	\$1,066.80
GRANT WOOD AEA	GENERAL SUPPLIES	\$75.00
GRANT WOOD AEA	INSTRUCTIONAL SUPPLIES	\$367.60
GREAT MINDS PBC	INSTRUCTIONAL SUPPLIES	\$14,706.27
HAND-IN-HAND PRESCHOOL	PROF SERV: EDUCATION	\$29,536.36
IASB	PROF SERV: EDUCATION	\$650.00
IN TOUCH RECEIPTING	DATA PROCESSING AND	\$11,685.60
INTERNAL REVENUE SERVICE-9343	EE LIAB-MEDICARE	\$4,077.45
INTERNAL REVENUE SERVICE-9343	EE LIAB-SO SEC	\$17,433.81
INTERNAL REVENUE SERVICE-9343	ER LIAB-MEDICARE	\$4,077.45
INTERNAL REVENUE SERVICE-9343	ER LIAB-SOC SEC	\$17,433.81
INTERNAL REVENUE SERVICE-9343	FEDERAL INCOME TAX WITHHOLDING	\$15,050.18
INTERSTATE BATTERIES OF UPPER IA	TRANSP. PARTS	\$1,029.65
INVOLTA	OTHER TECH SER	\$75.00
IOWA DEPT OF ADMIN SERVICES	DUES AND FEES	\$900.00
IOWA DIVISION OF CRIMINAL INVEST	OTHER PROFESSIONAL SERVICES	\$950.00
IOWA FIRE PROTECTION	OTHER PROFESSIONAL SERVICES	\$5,246.39
IOWA HIGH SCHOOL MUSIC ASSOC	DUES AND FEES	\$200.00
IOWA SPORTS TURFGRASS	ADVERTISING	\$35.00
ISFIS	OTHER PROFESSIONAL SERVICES	\$1,365.00
JAUSEL LILIANNE	PROF SERV: EDUCATION	\$850.00
JEFFERSON HIGH SCHOOL	DUES AND FEES	\$130.00
JOSTENS, INC	INSTRUCTIONAL SUPPLIES	\$6,407.30
KIRKWOOD COMM COLLEGE	OTHER TECH SER	\$400.00
LINDER TIRE SERVICE INC	TIRES AND TUBES	\$2,650.96
LINN CO-OP OIL	GASOLINE	\$12,394.55
LINN COUNTY TREASURER-	TAXES AND ASSESSMENT	\$2,386.00
LYNCH FORD	TRANSP. PARTS	\$392.62
MACKLIN SHANE	Professional Educational Services	\$4,000.00
MAIERS JASON	PROF SERV: EDUCATION	\$1,900.00
MARION INDEPENDENT SCHOOLS	DUES AND FEES	\$130.00
MARION WATER DEPT	WATER/SEWER	\$11,517.25
MEDIAQUEST SIGNS	INSTRUCTIONAL SUPPLIES	\$250.00
MENARDS -13127	GENERAL SUPPLIES	\$852.71
MENARDS -13127	INSTRUCTIONAL SUPPLIES	\$288.65
MENARDS -13127	SHOP TOOLS/EQUIPMENT	\$235.27

Linn-Mar Community School District

IA- Warrants Paid Listing

Criteria

Date Range: 08/28/2023 - 09/07/2023

Fiscal Year: 2023-2024

Vendor Name	Description	Check Total
MHC Kenworth Cedar Rapids	TRANSP. PARTS	\$448.63
MID AMERICAN ENERGY	NATURAL GAS	\$1,328.22
MPS	INSTRUCTIONAL SUPPLIES	\$9,649.08
NAPA AUTO PARTS	SHOP TOOLS/EQUIPMENT	\$749.87
NAPA AUTO PARTS	TRANSP. PARTS	\$928.73
NEIBA	DUES AND FEES	\$40.00
ORKIN PEST CONTROL	OTHER PROFESSIONAL SERVICES	\$330.00
OWAYO INC	INSTRUCTIONAL SUPPLIES	\$2,015.00
PEPPER J.W. & SON, INC	INSTRUCTIONAL SUPPLIES	\$415.46
POOL TECH, A WGHK INC, COMPANY	MAINTENANCE SUPPLIES	\$120.00
PRAIRIE MUSIC ASSOCIATION	DUES AND FEES	\$150.00
QUILL CORPORATION	GENERAL SUPPLIES	\$22.35
QUILL CORPORATION	INSTRUCTIONAL SUPPLIES	\$974.65
RESOUND	INSTRUCTIONAL SUPPLIES	\$295.95
ROTO-ROOTER	HEAT/PLUMBING SUPPLY	\$520.00
SADLER POWER TRAIN	TRANSP. PARTS	\$28.24
SAVVAS LEARNING COMPANY LLC	INSTRUCTIONAL SUPPLIES	\$24,376.14
SCHIMBERG	HEAT/PLUMBING SUPPLY	\$511.79
SCHOOL BUS SALES	TRANSP. PARTS	\$684.51
SCHOOL HEALTH CORP	GENERAL SUPPLIES	\$3,745.90
SCHOOL HEALTH CORP	INSTRUCTIONAL SUPPLIES	\$598.94
SHANLEY STEVE	PROF SERV: EDUCATION	\$1,250.00
SONOVA USA INC.	INSTRUCTIONAL SUPPLIES	\$1,748.34
SOURCE ONE LOGOS	INSTRUCTIONAL SUPPLIES	\$3,422.25
TEAM IOWA/IPROMOTEU	GENERAL SUPPLIES	\$1,865.54
THE FILTER SHOP, INC	GENERAL SUPPLIES	\$3,944.63
THE POINTE SCHOOL OF DANCE	INSTRUCTIONAL SUPPLIES	\$4,268.00
THOMPSON TRUCK & TRAILER	TRANSP. PARTS	\$1,067.27
TRANE U.S. INC.	HEAT/PLUMBING SUPPLY	\$983.03
TREASURER ST OF IA	STATE INCOME TAX WITHHOLDING	\$5,595.49
TRI-CITY ELECTRIC COMPANY OF IOWA	TECH REPAIRS/MAINTENANCE	\$1,291.40
VERIZON WIRELESS	INTERNET	\$3,725.00
VOYAGER SOPRIS LEARNING	COMPUTER SOFTWARE	\$27,437.75
WEST MUSIC CO	EQUIPMENT REPAIR	\$862.04
WEST MUSIC CO	INSTRUCTIONAL SUPPLIES	\$1,678.16
WINDSTAR LINES	TRANSP PRIVATE CONT	\$3,127.00
		Fund Total: \$739,457.06
Fund: LOCAL OPT SALES TAX		
B&M CONSTRUCTION LLC	CONSTRUCTION SERV	\$90,797.64
CONVERGE ONE	EQUIPMENT >\$5,000	\$135,874.95
		Fund Total: \$226,672.59
Fund: MANAGEMENT LEVY		
EMC INSURANCE	General Liability Insurance	\$2,500.00
		Fund Total: \$2,500.00

Linn-Mar Community School District

IA- Warrants Paid Listing

Criteria

Date Range: 08/28/2023 - 09/07/2023

Fiscal Year: 2023-2024

Vendor Name	Description	Check Total
Fund: NUTRITION SERVICES		
FARMERS STATE BANK	EE LIAB-DIR DEP NET PAY	\$11,718.17
HAMILTON AMANDA	UNEARNED REVENUE	\$145.50
INTERNAL REVENUE SERVICE-9343	EE LIAB-MEDICARE	\$215.16
INTERNAL REVENUE SERVICE-9343	EE LIAB-SO SEC	\$920.08
INTERNAL REVENUE SERVICE-9343	ER LIAB-MEDICARE	\$215.16
INTERNAL REVENUE SERVICE-9343	ER LIAB-SOC SEC	\$920.08
INTERNAL REVENUE SERVICE-9343	FEDERAL INCOME TAX WITHHOLDING	\$350.56
OFFICE EXPRESS	GENERAL SUPPLIES	\$106.03
TREASURER ST OF IA	STATE INCOME TAX WITHHOLDING	\$208.70
WETRICH KRIS	UNEARNED REVENUE	\$66.90
Fund Total:		\$14,866.34
Fund: PHY PLANT & EQ LEVY		
BEEBE FLOORS	CONSTRUCTION SERV	\$10,422.75
CULVER'S CORRIDOR STORAGE, LLC	FACILITY RENTAL	\$2,375.00
D&N FENCE CO	CONSTRUCTION SERV	\$1,991.00
EMPOWERED PROPERTIES, LLC	FACILITY RENTAL	\$3,500.00
MECHANICAL SALES IOWA PARTS, INC	BLDG. CONST SUPPLIES	\$1,672.00
RATHJE CONST	CONSTRUCTION SERV	\$52,088.50
SETPOINT MECHANICAL SERVICES	BLDG. CONST SUPPLIES	\$6,448.40
SHIVE-HATTERY INC.	CONSTRUCTION SERV	\$1,611.20
TYLER TECHNOLOGIES INC	COMPUTER SOFTWARE	\$1,137.00
VHF SALES, INC	BLDG. CONST SUPPLIES	\$866.00
Fund Total:		\$82,111.85
Fund: PUB ED & REC LEVY		
B&M CONSTRUCTION LLC	CONSTRUCTION SERV	\$68,496.46
M&E PLASTIC REPAIR LLC	GROUNDS UPKEEP	\$5,850.00
Fund Total:		\$74,346.46
Fund: SALES TAX REVENUE BOND CAP PROJECT		
TERRACON CONSULTANTS INC	ARCHITECT	\$6,327.50
Fund Total:		\$6,327.50
Fund: STUDENT ACTIVITY		
AIRGAS NORTH CENTRAL	GENERAL SUPPLIES	\$220.55
AMSLER RAY	OFFICIAL/JUDGE	\$90.00
AMY WHITE PHOTOGRAPHY	GENERAL SUPPLIES	\$525.00
ATHLETE PERFORMANCE SOLUTIONS	GENERAL SUPPLIES	\$1,206.00
BARTA BOB	OFFICIAL/JUDGE	\$145.00
BSN SPORTS	GENERAL SUPPLIES	\$2,801.60
BUTIKOFER DONNA	OFFICIAL/JUDGE	\$55.00
CAHALAN TOM	OFFICIAL/JUDGE	\$100.00
CAPITAL ONE	GENERAL SUPPLIES	\$66.36
CEDAR FALLS HIGH SCHOOL	DUES AND FEES	\$60.00
CEDAR GRAPHICS INC	GENERAL SUPPLIES	\$319.00
CEDAR RAPIDS CORVETTE CLUB	GENERAL SUPPLIES	\$15.00

Linn-Mar Community School District

IA- Warrants Paid Listing

Criteria

Date Range: 08/28/2023 - 09/07/2023

Fiscal Year: 2023-2024

Vendor Name	Description	Check Total
CENTENNIAL CHORAL MUSIC PARENT ORGANIZAT	DUES AND FEES	\$900.00
CITYWIDE CLEANERS	GENERAL SUPPLIES	\$27.09
COLLEGE COMMUNITY SCHOOLS	DUES AND FEES	\$120.00
CONCORD THEATRICALS	GENERAL SUPPLIES	\$66.08
COPYWORKS	GENERAL SUPPLIES	\$56.00
CORRIDOR PHOTO BOOTHS	GENERAL SUPPLIES	\$400.00
COTTON GALLERY LTD.	GENERAL SUPPLIES	\$868.00
DICK POND ATHLETICS INC	GENERAL SUPPLIES	\$764.50
FAIR-PLAY SCOREBOARDS	GENERAL SUPPLIES	\$1,555.00
FARMERS STATE BANK	EE LIAB-DIR DEP NET PAY	\$302.12
FORD ROBERT	OFFICIAL/JUDGE	\$115.00
FRAZIER MAURICE	OFFICIAL/JUDGE	\$230.00
HANSEN PEGGY	OFFICIAL/JUDGE	\$100.00
HUNT GRAPHIC INNOVATIONS	GENERAL SUPPLIES	\$250.00
HUNTERS RIDGE GOLF COURSE	DUES AND FEES	\$2,324.36
INTERNAL REVENUE SERVICE-9343	EE LIAB-MEDICARE	\$4.49
INTERNAL REVENUE SERVICE-9343	EE LIAB-SO SEC	\$19.22
INTERNAL REVENUE SERVICE-9343	ER LIAB-MEDICARE	\$4.49
INTERNAL REVENUE SERVICE-9343	ER LIAB-SOC SEC	\$19.22
INTERNAL REVENUE SERVICE-9343	FEDERAL INCOME TAX WITHHOLDING	\$4.93
IOWA CITY AREA SPORTS COMMISSION	DUES AND FEES	\$1,000.00
JAGUAR BASKETBALL COMMITTEE	DUES AND FEES	\$300.00
JOSTENS, INC	GENERAL SUPPLIES	\$846.56
KENNEDY HIGH SCHOOL	DUES AND FEES	\$500.00
LEMMER BARBARA	GENERAL SUPPLIES	\$48.00
LEVEL 10	GENERAL SUPPLIES	\$937.00
LRS PORTABLES OF IOWA	DUES AND FEES	\$24.29
MISSISSIPPI VALLEY CONFERENCE	DUES AND FEES	\$1,600.00
MOSER TED	OFFICIAL/JUDGE	\$90.00
PRAIRIE MUSIC ASSOCIATION	DUES AND FEES	\$1,050.00
READ PHOTOGRAPHY	GENERAL SUPPLIES	\$270.00
REPKO MIKE	OFFICIAL/JUDGE	\$110.00
RSCHOOL TODAY	GENERAL SUPPLIES	\$595.00
SCHMERBACH, CYNTHIA	OFFICIAL/JUDGE	\$120.52
SECOND STORY PROMOTIONS, INC.	GENERAL SUPPLIES	\$1,345.73
SUSAN FREESE	OFFICIAL/JUDGE	\$100.00
TREASURER ST OF IA	STATE INCOME TAX WITHHOLDING	\$0.79
URBANDALE HIGH SCHOOL	DUES AND FEES	\$975.00
WEST HIGH SCHOOL	DUES AND FEES	\$60.00
WILLIAMSBURG HIGH SCHOOL	DUES AND FEES	\$90.00

Fund Total: \$23,796.90

Fund: STUDENT STORE

BRANDED APPAREL	GENERAL SUPPLIES	\$45.00
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Fund Total: \$45.00

Linn-Mar Community School District

IA- Warrants Paid Listing

Criteria

Date Range: 08/28/2023 - 09/07/2023

Fiscal Year: 2023-2024

Vendor Name	Description	Check Total
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Grand Total: \$1,171,437.45

End of Report

AccuTrain Corporation
 PO Box 9708
 Virginia Beach, VA 23450
 +1 7572276888
 info@accutrain.com



INVOICE

BILL TO

Nathan Wear
 Linn-Mar Community Schools
 2999 N Tenth Street
 Marion, IA 52302

INVOICE # 14313

DATE 08/28/2023

DUE DATE 09/27/2023

TERMS Net 30

P.O. NUMBER

NEW

SALES REP

Emily Pipkin

ACTIVITY	QTY	RATE	AMOUNT
PRES-TRAVEL-EXP-000 Travel Expenses for Presenter: Larry Thompson Sept 25, 2023	1	1,200.00	1,200.00
RCD-ONSITE-001 Responsibility-Centered Discipline Onsite Training Program: 1 Day Sept 25, 2023 Larry Thompson 165 Attendees	1	13,275.00	13,275.00
RCDCON-ATC-ENG-0001 RCD Connect Training, 4 Modules: Exits, Paradigm, GEF and RCD Process - AT Connect, NEW 165 Users	165	20.00	3,300.00
YL-ROADMA-BOOK BOOK: ROADMAP TO RESPONSIBILITY	165	16.16	2,666.40

We thank you for the very important work you do and for your support!

BALANCE DUE

\$20,441.40

Board President Signature: _____

Board President Name: Brittanica Morey

Date: _____



CONSULTANT SERVICES
AMENDMENT #1

August 15, 2023

Mr. David Nicholson
LinnMar Community Schools
Marion, IA 52302

Project: LinnMar Campus Medium Voltage Study

Dear Dave:

We are pleased to amend our services as Consultants for the project noted above based on the additional information that has been provided by Alliant Energy.

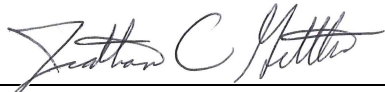
A. Description and Scope of Amended Services: Consultant shall use the existing conditions provided by Alliant Energy mapping system as the baseline for the existing configuration of the medium voltage system.

B. Compensation: For the amended services, compensation shall be modified as follows:

We propose to provide the services indicated for a fixed fee of eleven-thousand-five hundred dollars (\$11,500.00) to be invoiced on a monthly basis based on work completed.

Respectfully submitted,
DESIGN ENGINEERS, P.C. (Consultant)

Accepted,
LINNMAR COMMUNITY SCHOOLS (Client)



Jonathan C. Gettler, P.E.
Principal

Brittania Morey, Board President Date

JCG

O:\Marketing\QUOTES\Linn-Mar Medium Voltage Study - Amendment #1.docx

 **AIA**® Document G701® – 2017

Change Order

PROJECT: (Name and address) OPN Project Number: 22210000 Linn-Mar Administration Building 3556 Winslow Road Marion, IA 52302	CONTRACT INFORMATION: Contract For: New Linn-Mar Administration Building Date: June 5, 2023	CHANGE ORDER INFORMATION: Change Order Number: 001 Date: August 31, 2023
OWNER: (Name and address) Linn-Mar Community School District 2999 North Tenth Street Marion, IA 52302	ARCHITECT: (Name and address) OPN Architects 200 5th Ave. SE, Suite 201 Cedar Rapids, IA 52401	CONTRACTOR: (Name and address) Peak Construction Group 660 Liberty Way, Unit C North Liberty, IA 52317

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 001 Generator Wind Rating Change & Thermal Breaks	\$(11,148.35)
The original Contract Sum was	\$ 11,774,000.00
The net change by previously authorized Change Orders	\$ 0.00
The Contract Sum prior to this Change Order was	\$ 11,774,000.00
The Contract Sum will be decreased by this Change Order in the amount of	\$ 11,148.35
The new Contract Sum including this Change Order will be	\$ 11,762,851.65

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 (Firm name)  SIGNATURE Dan Hammes, CA PRINTED NAME AND TITLE 8-31-23 DATE	Peak Construction Group CONTRACTOR (Firm name)  SIGNATURE Kris Chyko, President PRINTED NAME AND TITLE DATE	Linn-Mar Community School District OWNER (Firm name) SIGNATURE Brittania Morey, Board President PRINTED NAME AND TITLE DATE
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Change Order Summary 9.7.2023

New Linn-Mar Admin Building

COR Number	Title	RFI/ITC	AMOUNT	Description
1	Genererator Wind Rating Change & Thermal Breaks	ITC 002	\$ (11,148.35)	Change in required generator wind rating per specs; directed by Design Engineers (Deduct of \$11,968). Changes to thermal breaks at shade panels to prevent condensation (Add of \$780, plus 5% HOP and bond of \$39.65)

Total: (\$11,148.35)

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 Brenda Cerwick, 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:** Hazel Point Orchestra Coaching
2. **GROUP/DEPARTMENT WORKING WITH:** Linn-Mar Orchestra
3. **AMOUNT OF PAYMENT:** \$28/hrx180hours=\$5040

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 June 1, 2024, which is the date of completion. *An invoice for services should be sent to: Linn-Mar Community School District, Attn: Accounts Payable, 2999 N 10th Street, Marion, IA 52302.*

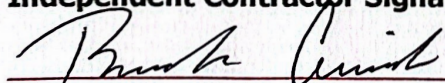
4. **INDEPENDENT CONTRACTOR RELATIONSHIP:** The parties intend that this independent contractor agreement create an IC relationship between them. The district is interested only in the end results achieved by the services of the IC and that they conform to the requirements specified in this agreement. 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.

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 September 12, 2023 and shall continue in effect until June 1, 2024, 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 30th day of August, 2023.

Independent Contractor Signature:

Linn-Mar CSD Representative Signature:



Title: _____

Title: School Board President

Please return this form to the Linn-Mar CSD Business Office – 2999 N 10th St, Marion IA 52302

Independent Contractor Agreement



AUG 31 2023

Please provide all information requested and sign page two.

WHEREAS, Linn-Mar Community School District ("District"), a school corporation, intends to contract with Gary Hoobler, Independent Contractor ("IC"), for the performance of certain services, Gary Hoobler

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

1. **SERVICES TO BE PERFORMED:** accompany at Indian Creek
2. **GROUP/DEPARTMENT WORKING WITH:** Music
3. **AMOUNT OF PAYMENT:** \$300

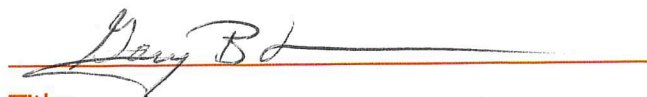
Total fees for services performed under this agreement will be paid by the district within 30 days after receipt of invoice from the IC upon completion of all services on May 7, 2024, which is the date of completion. *An invoice for services should be sent to: Linn-Mar Community School District, Attn: Accounts Payable, 2999 N 10th Street, 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.

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 October 24, 2023 and shall continue in effect until May 7, 2024, 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 29 day of August, 2023.

Independent Contractor Signature:



Title: _____

Linn-Mar CSD Representative Signature:

Title: School Board President

Please return this form to the Linn-Mar CSD Business Office – 2999 N 10th St, Marion IA 52302

Internal Use Only

Account Code: _____

Business Office: 8131/83 Date CJA Initial

Board Meeting: _____ Date



Excursions and Trips Request Form

Exhibit 605.1

Code 603.3-R2

Date Request Received by CFO/COO: 8/28/23

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

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

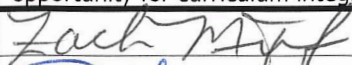
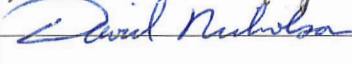
The request will include:

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

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

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

Group: FFA Nat'l Convention Submitted by: Barb Lemmer
(Examples: Robotics, FBLA, etc.) (Name)

Criteria		Description	Provided
Purpose	Required	Purpose of excursion/trip is clearly defined and ". . . is a vital part of the curriculum or current activity." Reference Board Policy 603.3.	
Pre-Planning	Required	Evidence of pre-planning that will maximize the learning experiences of students on this excursion/trip. (Dates, location, number of student participants, plan for supervision, proposed itinerary, hotel, cost/budget source, required participation paperwork, clarification if request is dependent upon pre-qualifying for an event, etc.)	
Follow-Up	Required	Evidence of planning for follow-up in order to maximize the learning experiences of students on this excursion/trip.	
Assessment	Required	Evidence that students will be required to demonstrate their understanding of the learning expected from this experience.	
Funding	Required	Source of funding has been determined that meets Department of Education and district guidelines. Reference Board Policy 603.3.	
Common Experience	<i>Recommended</i>	This excursion/trip is a common experience that all students at this grade level or activity group should have.	
Multi-disciplinary	<i>Recommended</i>	This excursion/trip addresses more than one curricular area and offers the opportunity for curriculum integration.	
Building Principal Approval			Date <u>8/28/23</u>
Chief Financial/Operating Officer Approval			Date <u>08/31/23</u>
Board of Directors Approval			Date

National FFA Convention - 2023

Sponsorship: LM FFA Chapter Advisor Barb Lemmer

Supervision: Participants all go as a group to the various activities of the convention. No one wanders off to do their own thing!

Adherence to the Linn-Mar Community School District Code of Conduct – Policy 502.1. Register for Fine Arts and Clubs using <https://login.gobound.com/ia.linnmar/students> will be done by parents and members. A copy of the 2023 National FFA Convention Application and Field Trip Advanced Make-up Form that students will complete to attend the 2023 National FFA Convention has been given to Zachary Mixdorf. Students will also complete the Emergency Info and Permission Form in AET.

Witten Request: see details below

Rationale/Purpose: Develop premier leadership, personal growth, and career success skills of participants through the various activities of the convention.

Pre-Planning:

1. Through the Convention Housing Bureau, we tentatively have hotel reservations at Homewood Suites by Hilton Indianapolis Carmel. Address is: 11355 North Meridan Street, Carmel, IN 46032. Phone number is: 1-317-844-7994.
2. Website link: <https://www.hilton.com/en/hotels/indnmhw-homewood-suites-indianapolis-carmel>
3. Used school credit card to hold the rooms.
4. A transportation request has been sent to the Transportation Department requesting 1 rental van.
5. Leave has been requested in iVisions and Frontline for 4 days...**October 31 and November 1-4. A substitute teacher has been requested. We will leave on Tuesday, October 26th and return on Saturday, October 29th.**
6. Online convention registration opens on September 20th and will remain open through the convention. Names of participants can be made on site, but the fee increases per member added or changed. At the September FFA chapter meeting (September 7th) we will inform members of convention opportunities and present them with the required paperwork to participate. **The paperwork deadline is September 29th.**
7. Lemmer has reviewed the **schedule and tentatively determined the schedule that will be followed by all participants.** Refer to the online schedule at ffa.org. Participants will have a pre-planning meeting going over the various activities and the purposes and expectations of the trip. Students attending will also have a say in the workshops, business sessions, career show activities, competition finals, etc. that they want to participate in or attend. Students

will also determine an agribusiness tour that they want to go on Thursday afternoon of convention.

8. **Virtual Option** - 2023 Virtual Program (*Includes access to Virtual FFA Blue Room, Live Streaming of all Sessions and On-demand Student and Teacher Workshops*) There is no registration or fee needed for the 2023 virtual program.

Resource Manual: Documentation for each participant is one OneDrive and/or AET (cell phone accessible). I also have administrator contacts in my cell phone. The National FFA Organization has a cell phone app for different convention situations that I utilize. First aid stations are located throughout the convention complex.

Follow-up: Participants will meet after the convention to prepare a report that will highlight educational benefits of attending the convention and they will share that information with the other FFA members of the chapter at the November chapter meeting. Attendees will set goals related to further participation in FFA activities at the sub-district, district, state, and national level.

Assessment: Attendees will evaluate other contestants that they have watched compete. These reflections will be used to help them prepare for future competitions such as sub-district leadership development events, district agricultural skills career development events, and the State Agriscience Fair competition.

Funding: Each FFA member will be responsible for their own registration and hotel costs. FFA members are also responsible for paying for the food that they will eat. Each student will deposit \$325 in the FFA activity account and then Ms. Lemmer will complete the registration process and hotel payment process. Students are encouraged to bring \$150-\$175 for food and/or encouraged to bring a few snack items with them to reduce the cost of food if they wish. The hotel we will stay at has a free continental breakfast each day, which will also lower the cost of food for the participants. The school usually provides the chapter with a credit card for fuel.

List of Participants: To be determined yet! As soon as member participation is determined a list will be emailed to Zachary Mixdorf and attendance office staff.

Common Experiences: All participants will attend at least one leadership development workshop, one agricultural career development workshop and a leadership competition in "Finals Hall". Members will also view the "Agriscience Fair" and "Career Expo" including college row, FFA association exhibits, and agribusiness exhibits. Attending convention sessions, and FFA Band/Choir Concert and the FFA Talent Show will also be a part of the convention experience. Students expected to attend range from 5th grade to 21-year olds...all members of the National FFA Organization.

Multi-disciplinary: Science will be highlighted at the National FFA Agriscience Fair. English is highlighted in the Leadership Development Event Finals. 21st Century skills are highlighted at the Career Show and during the agribusiness tour. Music is highlighted during the convention

sessions when the choir, band, and talent perform. The National FFA Choir and National FFA Band will put on a concert between the afternoon and evening convention session on Thursday and talent show participants will put on a Talent Show on Friday evening! The entire convention is centered on leadership development, personal growth, and career success!

Note:

1. Members will be participating in the FFA National Invitational Quiz Contest late Tuesday afternoon.

2023 National FFA Convention Application

Deadline: September 29th - Application/Paperwork and \$325

Attending the National FFA Convention

is a once in a lifetime opportunity that you don't want to miss!

1. The 96th National FFA Convention will be held on October 31st - November 4th. We will be leaving on Tuesday, October 31st at 7:00 AM. We will be returning on Saturday, November 4th at 10:00 PM. The hotel we will be staying at is the Homewood Suites by Hilton Indianapolis Carmel. Address is: 11355 North Meridan Street, Carmel, IN 46032. Phone number is: 1-317-844-7994.
2. Website link: <https://www.hilton.com/en/hotels/indnmhw-homewood-suites-indianapolis-carmel>
3. Represent the Linn-Mar FFA Chapter at this national level event.
4. Attending leadership development workshops and listening to featured speakers.
1. Attending the Career Expo and other points-of-interest.
2. Hear the National FFA Chorus, Band and Talent.
3. Observe national officers conduct convention sessions.
4. Attend National FFA Alumni Association activities.
5. Attending the National FFA Agriscience Fair.
6. Meet people from across the nation, as approximately 60,000 FFA members, Alumni members, and guests will be in attendance.
7. **Participate in the FFA National Invitational Quiz Contest.**

Priority to Attend

The chapter annually budgets some money for registration and transportation for members to attend the National FFA Convention. **Members attending the convention are asked to sell a minimum of \$250 of fruit, meat, cheese, nuts and/or other fundraising items. Fall fundraiser starts in October and ends in November. Items are delivered for distribution in early December. Profit from the fall fundraiser helps defray the cost to the members to attend this event.**

We have limited space (number of hotel rooms reserved and van space). Following is the order in which members will be selected to attend:

1. Qualify for a national competition and/or award.
2. Be awarded the American FFA Degree.
3. Be selected to participate in the National FFA Choir or National FFA Band.
4. Be selected to participate in the National FFA Talent Show.
5. Be a four-year member of the chapter.
6. Earn the Greenhand Degree, regularly attend chapter meetings and participate in FFA activities.
7. I have attended the National FFA Convention before.
8. First year members are eligible on a limited basis. (Most first year members have been able to participate in the past few years)

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Conduct and Cost

1. Official FFA dress is required for all Convention Sessions. See Official FFA Manual and/or FFA Student Handbook for more details.
2. Give your full attention at Convention Sessions by actively listening to speakers to gain new ideas. No cell phone during convention sessions and workshops!
3. Be in your room by 11:00 p.m. and no one in the hallway until morning.
4. Be on time for activities, which means getting adequate sleep. Preferably television, cell phone, and lights out at midnight.
5. Complete the **2023 National FFA Convention Application** and **Field Trip Advanced Make-up Form** and all school assignments before leaving for Indy.
6. Complete **Emergency Info and Permission Forms** in AET.
7. Parents of members must Register for Fine Arts or Clubs using the following URL: <https://login.gobound.com/ia.linnmar/students>
8. See attachment for help to register for fine Arts for Clubs.
9. Report on the Convention at the November Chapter Meeting.
10. Pay the \$325 before Tuesday, October 13th. Take another \$150 - 175 with you to pay for meals and souvenirs. The FFA is taking a rental van.

We have read the above and recognize the importance of proper conduct by a Linn-Mar FFA member at the National FFA Convention and understand what is expected of the member.

Member's Signature

Parent's Signature

PARENTS ARE ALSO ELIGIBLE TO ATTEND THE NATIONAL FFA CONVENTION

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