
Attendees

Voting Members

Kecia Hickman, President
Susan Rensink, Vice President
Jessica Brink, Board Member
Mark Brown, Board Member
Lori Richards, Board Member

I. CALL TO ORDER - ROLL CALL

At 5:00 PM, Board President Kecia Hickman called the regular meeting to order. The following board members were present: Jessica Brink, Susan Rensink, Mark Brown, Lori Richards and Kecia Hickman. Superintendent Robin Spears and Board Secretary/Business Manager LaDonn Hartzell were present. Administrators Present: Sherrie Zeutenhorst, High School Principal; Jason Groendyke, Elementary Principal; Eric Maassen, Activities Director; Cindy Barwick, Middle School Principal
Press: Tom Lawrence, Iowa Information, joined the meeting at 5:25 PM
Visitors: Cory Myer, Kristin Noack, Ainsley Steeg, Faith Richards, Madison Meyer, Kourtney Engel, Lacey Palmer, Kole Pierce, Emma Gearke-Monroe, Sophia Schmith, Jo Holles, Dawn Meyer

II. APPROVAL OF AGENDA

Board President called for a motion to approve the agenda as presented.

Motion made by: Susan Rensink

Motion seconded by: Lori Richards

Voting

Unanimously Approved

III. COMMUNICATIONS

A. Citizens, Organization(s) in Attendance

1. Public Comment

None.

2. Recognition

a. Student

Board Members received student recognition lists from HS and MS. Mr. Maassen added that he accompanied a group of four HS students who participated in the Iowa Financial Literacy Competition in Des Moines earlier today and are anxiously awaiting the results of the competition.

b. Student Presentation - Middle School

Ms. Kristin Noack and several 8th grade language arts students were present to give the Board Members an idea of what they would be presenting later in the evening at the International Book Fair.

B. Correspondence

1. NW AEA Board Meeting Minutes - March Board Meeting

Board Members received a copy of the 03.19.2018 NWAEA board meeting minutes.

2. Receipt of "Thank You" Cards

None.

Board President called for a motion to accept all correspondence.

Motion made by: Susan Rensink

Motion seconded by: Jessica Brink

Voting

Unanimously Approved

C. Board Member Reports

None.

IV. APPROVAL OF:

A. Minutes of Past Meeting(s)

Board Members reviewed minutes of the regular 03.14.18 meeting as well as minutes from the 03.22.18 work session. Board President called for a motion to approve the minutes as published.

Motion made by: Mark Brown

Motion seconded by: Susan Rensink

Voting

Unanimously Approved

B. Financial Reports

Board Members received March financial reports, including Bank Reconciliations, Budget Monitor Report, Cash & Investment Report, Categorical Summary, Activity Report and a Nutrition Report. Board President called for a motion to approve all financial reports as presented.

Motion made by: Lori Richards

Motion seconded by: Jessica Brink

Voting

Unanimously Approved

C. Summary List of Bills

Lori Richards reviewed the bills this month and recommended all bills for payment as presented.

Motion made by: Lori Richards

Motion seconded by: Mark Brown

Voting

Unanimously Approved

V. PUBLIC HEARING(S) - 5:30 p.m.

A. 2018-19 Budget Public Hearing

At 5:30 PM, Board President called for a motion to enter Public Hearing for the purpose of hearing public comment on the proposed FY19 Budget for the school district.

Motion made by: Susan Rensink

Motion seconded by: Jessica Brink

Voting

Unanimously Approved

1. Presentation of 2018-19 Budget

Superintendent Spears reviewed several of the 2018-19 Budget documents required for the completion of the FY19 school district budget.

2. Public Comments

There were no oral or written comments submitted from the public regarding the proposed 2018-19 budget, nor were there any patrons in attendance to comment on the budget proposal.

3. Adopt/Certify 2018-2019 Budget

Board President called for a motion to certify the 2018-19 Budget as presented.

Motion made by: Susan Rensink

Motion seconded by: Mark Brown

Voting

Unanimously Approved

4. Close Public Hearing

Board President called for a motion to close the Public Hearing.

Motion made by: Susan Rensink

Motion seconded by: Lori Richards

Voting

Unanimously Approved

VI. REPORTS

A. Committee

1. District Leadership Team Meeting - Monday, March 26, 2018

Superintendent Spears reported on the District Leadership Team meeting held on March 26. The next meeting is scheduled for June 12, 2018.

B. Special

None.

C. Administration

1. Elementary School Principal

Jason Groendyke, Elementary Principal provided a written report for Board Members, reviewed that report and was available for questions.

2. Middle School Principal

Cindy Barwick, Middle School Principal provided a written report for Board Members, reviewed that report and was available for questions.

3. High School Principal

Sherrie Zeutenhorst, High School Principal provided a written report for Board Members, reviewed that report and was available for questions

4. Activities Director

Eric Maassen, Activities Director, provided a written report for Board Members, reviewed that report and was available for questions.

5. Superintendent

a. NW Iowa Fine Arts Show

Superintendent Spears encouraged Board Members to attend the NW Iowa Fine Arts Show hosted by Northwest Iowa Community College from April 25-May 2.

b. School Aid Funding Formula for AEAs

Superintendent Spears shared IASB data regarding the Area Education Agency funding formula, including state aid reductions since 2002.

c. School District Reorganizations Since 1997

Superintendent Spears shared IASB data regarding Iowa school district reorganizations since 1997.

d. Estimated FY2019 Budget Guarantee

Superintendent Spears shared IASB data regarding Iowa school districts on the budget guarantee from 2014 to the present.

e. Percent Change in Certified Enrollment 2000 - 2016

Superintendent Spears shared ISFIS data regarding Iowa school district student enrollment changes from 2000-2016.

f. Elementary & Middle Summer School Programs

Superintendent Spears shared summer school information that has already been approved by the Board as part of the At-Risk/Dropout Prevention application.

g. Nurse's Report

Board Members reviewed the March Nurse's Report for information.

h. Transportation Report

Board Members reviewed the March Transportation Report for information.

VII. OLD BUSINESS

A. Board Policy Review (2nd Reading)

Board Members considered second reading for the following Board Policies. Board President called for a motion to approve this set of Board Policies.

802.4R2	Capital Assets Management System Definitions
802.5	Buildings & Sites Adaptation for Persons with Disabilities
802.6	Vandalism
802.7	Energy Conservation
803.1	Disposition of Obsolete Equipment
803.2	Lease, Sale or Disposal of School District Buildings & Sites
804.1	Facilities Inspections
804.2	Warning System and Emergency Plans
804.3	Bomb Threats
804.4	Asbestos Containing Material
804.5	Stock Epinephrine Auto-Injector Supply

Motion made by: Mark Brown

Motion seconded by: Susan Rensink

Voting

Unanimously Approved

VIII. NEW BUSINESS

A. Open Enrollment Application(s)

Superintendent Spears recommended the Board approve the following Open Enrollment Applications:

- A.S., Kdgn--from Boyden-Hull CSD to Sheldon CSD (2018-19 school year)
- J.H., Kdgn--from Sheldon CSD to Sibley-Ocheyedan CSD (2018-19 school year)

Motion made by: Susan Rensink

Motion seconded by: Jessica Brink

Voting

Unanimously Approved

B. Resignation(s)

Superintendent Spears recommended the Board approve the following resignations:

- Brittany Maassen - 4th Grade Teacher
- Reagan Klinker - 5th/6th Grade Teacher
- DeAndra Mahrt - MS Guidance
- Caitlin Hanson - 7-12 Vocal Music
- Erica Koedam - MS Softball Coach
- Chris Walker - JV Boys' Basketball Coach
- Amanda Heusinkveld - East Elementary Associate

Motion made by: Lori Richards
Motion seconded by: Jessica Brink
Voting
 Unanimously Approved

C. Contracts

Superintendent Spears recommended the following contracts:

Sheyla Silva	Food Service – East Elem. – 2.5 hrs/day	\$14.98/hour
Colby Kleinhesselink	Assistant Baseball Coach	\$3,858
Andy Cooper	MS Baseball Coach	\$2,199
Samantha Van Sloten	Elementary 4 th Grade Teacher – BA/4	\$44,552
Rachel Jurgens	MS Special Education Teacher – BA/6	\$46,752
Rachel Jurgens	MS Softball Coach	\$2,199
Callie Dykstra	MS 5/6 Teacher – BA/3	\$43,452
Krista Johnson	Full-time Custodian MS/HS	\$12.00/Hr.
Brenda Thole	Part-time Custodian MS – 4 hrs/day	\$12.00/Hr.

Motion made by: Jessica Brink
Motion seconded by: Lori Richards
Voting
 Unanimously Approved

D. Approve 2018-19 Classified Salary Adjustments

The Superintendent recommends the following salary adjustments for the following:

Supt. Secretary	\$1.50/Hour Increase
Building Principal's Secretaries	\$1.35/Hour Increase
Central Office Clerical & other Clerical	\$1.35/Hour Increase
Instructional/Media/Special Ed/ELL Associates	\$1.10/Hour Increase
Title I Instructional	\$1.25/Hour Increase
Technology Technician	\$1.00/Hour Increase
School Nurse	\$1.75/Hour Increase
Food Service Staff	\$1.10/Hour Increase
Assistant Head Cook/Food Services Director	\$1.10/Hour Increase
Custodians (full & part-time)	\$1.35/Hour Increase
Head Custodian	\$1.75/Hour Increase
Regular Route Bus Drivers	
Substitute Pay	\$2.00/Hour Increase
1-4 Years' Experience	\$2.00/Hour Increase
5-8 Years' Experience	\$2.00/Hour Increase
9-12 Years' Experience	\$2.00/Hour Increase
13-16 Years' Experience	\$2.00/Hour Increase
17+ Years' Experience	\$2.00/Hour Increase
Pre-School/Special Ed/Activity Route	\$1.75/Hour Increase
Co-Curricular Activity Trips	\$1.50/Hour Increase

Motion made by: Mark Brown
Motion seconded by: Susan Rensink
Voting
 Unanimously Approved

E. Approve 2018-19 Administrative/Directors/School Nurse Contract Salary Adjustments

Superintendent Spears recommended the following Administration/Directors' salary increases for 2018-19:

Administrators/Directors Salary Adjustments for 2018-19 school year:

School Business Official	\$2,500 increase
Technology Coordinator	\$4,000 increase

Activities Director	\$2,500 increase
Elementary Principal	\$3,500 increase
Middle School Principal	\$3,500 increase
High School Principal	\$3,500 increase

Motion made by: Lori Richards

Motion seconded by: Jessica Brink

Voting

Unanimously Approved

F. Consider Cooperative Agreement with Boyden-Hull CSD for a Shared Industrial Technology Teacher

Superintendent Spears recommended the Board approve the 2018-19 Sharing Agreement for an Industrial Technology Teacher between the Sheldon Community School District and the Boyden-Hull Community School District.

Motion made by: Susan Rensink

Motion seconded by: Jessica Brink

Voting

Unanimously Approved

G. Approve District Career Guidance Plan

Superintendent Spears recommended the Board approve the 2017-18 District Career Guidance Plan as presented.

Motion made by: Jessica Brink

Motion seconded by: Mark Brown

Voting

Unanimously Approved

H. Approve Administrative Services Agreement between the State of Iowa and the Sheldon Community School District 403(b)

Superintendent Spears recommended the Board approve the Administrative Services Agreement between the State of Iowa and the Sheldon Community School District, for the purpose of offering a 403(b) option as part of the Early Retirement program.

Motion made by: Mark Brown

Motion seconded by: Susan Rensink

Voting

Unanimously Approved

I. Consider Technology Purchase

Superintendent Spears shared bids received for technology hardware, in line with the long-range technology plan reviewed by the Board at last meeting. According to bids received, Superintendent recommended the Board approve the following purchases:

New furniture for the MS Synergistics Lab
6 collaboration tables; 8 computer stations--\$34,230

18 Synergistics Learning Modules
18 modules; licensing; training--\$57,385

20 SMART Interactive Flat Panels @ \$3,645 each (Vendor - Tierney) \$72,900
20 TVs for Mirroring w/ wall mount @ \$731.98 each (Vendor - Super Hi Tech) \$14,639.60

Motion made by: Jessica Brink

Motion seconded by: Lori Richards

Voting

Unanimously Approved

J. Consider Installation of LED Lighting for High School Gym

Superintendent Spears recommended the Board authorize Van Beek Electric, Inc. to install LED lighting in the high school gym at a cost of \$18,588. There is an estimated energy cost savings of \$2,536 per year. The district will file for an energy rebate from Mid America at a rate of approximately \$200 per light fixture. There are forty-eight light fixtures in the gym, so the rebate would be approximately \$9,600.

Motion made by: Lori Richards

Motion seconded by: Jessica Brink

Voting

Unanimously Approved

K. Approve Contract for Student Receiving Educational Services

Superintendent Spears recommended the Board approve the following student service contract for a school district resident student receiving educational services in another school district:

Motion made by: Mark Brown
Motion seconded by: Susan Rensink
Voting
Unanimously Approved

L. Set Non-Resident 2018 Summer Driver Education Tuition

Superintendent Spears recommended the Board set a non-resident Summer Driver's Education Tuition fee of \$390 for the summer of 2018.

Motion made by: Susan Rensink
Motion seconded by: Lori Richards
Voting
Unanimously Approved

M. Adopt Teacher Appreciation Week Proclamation

Superintendent Spears recommended the Board adopt the following resolution to honor the Sheldon teaching staff during Teacher Appreciation Week, May 6-12, 2018.

WHEREAS, today's teachers mold our future citizens through their guidance and education, and
WHEREAS, today's teachers encounter students of widely differing backgrounds and abilities, and
WHEREAS, our society expects public education to provide quality education services to all children, no matter what their backgrounds or abilities, and

WHEREAS, our country's future depends, in large measure, upon the education our youth receive today, and

WHEREAS, teachers spend countless hours outside their classrooms preparing lessons, evaluating progress, developing their own skills, counseling and coaching students and performing community service, and

WHEREAS, our community recognizes that its teachers are providing quality education services to our children,

NOW, THEREFORE, BE IT PROCLAIMED THAT the Sheldon Community School District Board of Education designates the week of May 6-12, 2018 as Teacher Appreciation Week in this community, and

BE IT FURTHER PROCLAIMED THAT the Sheldon Community School District Board of Education calls on the community to join with it in personally expressing appreciation to our teachers for a "job well done."

Motion made by: Lori Richards
Motion seconded by: Jessica Brink
Voting
Unanimously Approved

N. Approve Class of 2018 Graduates

Superintendent Spears recommended the Board approve the list of graduates for the Class of 2018, pending completion of all graduation requirements.

Motion made by: Jessica Brink
Motion seconded by: Mark Brown
Voting
Unanimously Approved

O. Set Date and Time for FY18 Budget Amendment Hearing/Board Meeting Date

Superintendent Spears requested the Board set the May meeting date, which will also serve as the date for the 2017-18 Budget Amendment Hearing. Following discussion, Board Members agreed to set Monday, May 14, 5:00 PM, for the regular meeting. The Budget Amendment Hearing is scheduled for 5:30 on May 14.

Motion made by: Jessica Brink
Motion seconded by: Lori Richards
Voting
Unanimously Approved

P. 2018-19 East Elementary Volunteer Handbook (1st Reading)

Superintendent Spears recommended the Board approve first reading for the 2018-19 East Elementary Volunteer Handbook.

Motion made by: Susan Rensink
Motion seconded by: Mark Brown
Voting
Unanimously Approved

Q. 2018-19 Substitute Teacher Handbook (1st Reading)

Superintendent Spears recommended the Board approve first reading for the 2018-19 Substitute Teacher Handbook.

Motion made by: Jessica Brink
Motion seconded by: Lori Richards
Voting

Unanimously Approved

R. 2018-19 Staff Activity Handbook (1st Reading)

Superintendent Spears recommended the Board approve first reading for the 2018-19 Staff Activity Handbook.

Motion made by: Susan Rensink
Motion seconded by: Mark Brown
Voting

Unanimously Approved

S. 18-19 Staff Handbook (1st Reading)

Superintendent Spears recommended the Board approve first reading for the 2018-19 Staff Handbook.

Motion made by: Mark Brown
Motion seconded by: Jessica Brink
Voting

Unanimously Approved

T. 2018-19 Student Handbooks (1st Reading)

Superintendent Spears recommended the Board approve first reading for the 2018-19 Student/Parent Handbooks for East Elementary, Middle School and High School.

Motion made by: Lori Richards
Motion seconded by: Mark Brown
Voting

Unanimously Approved

U. Board Policy Review (1st Reading)

Board Members reviewed first reading for the following Board Policies:

900	Principles and Objectives for Community Relations
901	Public Examination of School District Records
902.1	News Media Relations
902.2	News Conferences and Interviews
902.3	News Releases
902.4	Live Broadcast or Videotaping
903.1	School - Community Groups
903.2	Community Resource Persons and Volunteers
903.3	Visitors to School District Buildings & Sites
903.4	Public Conduct on School Premises
903.5	Distribution of Materials
903.5R1	Distribution of Materials Regulation
605.6	District Network (ORABNET) Acceptable Use Policy
605.6R1	District Network (ORABNET) Acceptable Use Regulation

Motion made by: Jessica Brink
Motion seconded by: Lori Richards
Voting

Unanimously Approved

IX. ANNOUNCEMENTS

- A. IASB Policy Leadership and Legal Issues, Thursday, April 12, 2018, Altoona
- B. IASB Fiscal Management Conference, Wednesday, July 18, 2018, Ames

X. ADJOURN

There being no further business, Board President called for a motion to adjourn.
Meeting adjourned at 7:02 PM.

Motion made by: Jessica Brink
Motion seconded by: Mark Brown
Voting

Unanimously Approved

Chairperson

Secretary