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**Attendees - voting members**

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

**I. CALL TO ORDER - ROLL CALL**

At 6:00 PM, Board President Kecia Hickman called the meeting to order, with the following members present: Jessica Brink, Kecia Hickman, Susan Rensink. Mark Brown was present via telephone. Randy Merley was absent.

Superintendent Robin Spears and Board Secretary/Business Manager LaDonn Hartzell were also present. Administrators: Jason Groendyke, Elementary Principal; Cindy Barwick, Middle School Principal; Sherrie Zeutenhorst, High School Principal; Justin Albers, Activities Director  
Press: Tom Lawrence, Iowa Information

Visitors: Audrey Adams, Amy Strouth, Danielle Walder, Liberty Sickles, Katelyn Dykstra, Riley Roozeboom, Peyton Vogelaar, Matthew Meyer, Lucas Rook, Jerod Reinking, Kristin Noack, Ann Jansen, Kim Buenger, Deb Haning, Jo Holles, Tami Van Meeteren, Jim Gude, James Fitzgerald, Ruth Vogel, Shelby McGraw, Anna Van Gorp, Jodi Grant, Kari Kopperud, Kristi Simonsen, Larie De Groot,

**II. APPROVAL OF AGENDA**

There being no changes to the agenda, Board President called for a motion to approve the agenda as published.

Motion made by: Susan Rensink

Motion seconded by: Jessica Brink

Voting

Unanimously Approved

**III. COMMUNICATIONS**

**A. Citizens, Organization(s) in Attendance**

**1. Public Comment**

Audrey Adams requested in writing to address the board, expressing her concern regarding dismissal procedures at the elementary.

**2. Recognition**

**a. Student**

Board members were given MS/HS student recognition lists. There were no additions.

**b. Student Presentation - East Elementary**

Fourth grade teacher, Danielle Walder and several of her 4th graders were present to showcase their 50 States Project.

Liberty Sickles, Katelyn Dykstra, Riley Roozeboom, Peyton Vogelaar, Matthew Meyer, Lucas Rook presented their "suitcase" as if they were traveling to one of the 50 states. Board members were encouraged to ask questions regarding any of the six states represented.

**Board Recognition**

In honor of School Board Recognition Week, Superintendent Spears and Noreen Vande Weerd prepared a short video interviewing elementary students about the School Board.

**B. Correspondence**

**1. "The Board" Publication**

a. The Board "Six Myths About Teaching, Learning, & Technology," Vol. 40 No. 1

b. The Board "Five Practices You Need to Make Obsolete," Vol. 40, No. 2

**2. NW AEA Board Meeting Minutes - April Board Meeting**

Board Members received 04.18.2016 NWAEA minutes.

**3. Receipt of "Thank You" Cards**

Board members received "thank you's" from Love Inc., Elaine Guetzlaff Family and the Sheldon Civic Music Association.

Board President called for a motion to approve all correspondence.

Motion made by: Susan Rensink

Motion seconded by: Mark Brown

Voting

Unanimously Approved

**C. Board Member Reports**

1. **IASB Regional Board Governance Workshop - Leadership for Student Learning**  
Mark Brown, Jessica Brink and Superintendent Spears shared highlights from the April 19 IASB Conference held in Sheldon.

**IV. APPROVAL OF:**

**A. Minutes of Past Meeting(s)**

Board Members reviewed regular minutes of 04.13.2016.

Motion made by: Susan Rensink

Motion seconded by: Mark Brown

Voting

Unanimously Approved

**B. Financial Reports**

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

Motion made by: Mark Brown

Motion seconded by: Susan Rensink

Voting

Unanimously Approved

**C. Approve Bills**

Board member, Mark Brown reviewed the bills and recommended the board approve all bills for payment.

Motion made by: Mark Brown

Motion seconded by: Jessica Brink

Voting

Unanimously Approved

**V. PUBLIC HEARING(S)**

At 6:30 PM, Board President Kecia Hickman called for a motion to open the Public Hearing for the purpose of considering an amendment to the 2015-16 Sheldon Community School District budget.

Motion made by: Susan Rensink

Motion seconded by: Mark Brown

Voting

Unanimously Approved

**A. Presentation of FY16 Budget Amendment**

Superintendent Spears presented the 2015-16 budget amendment as published in the May 4 issue of the *Sheldon Mail-Sun*. Mr. Spears explained the amendment is necessary due to expenses coded to Facilities Acquisition & Construction, which fall under the category of Total Other Expenditures. When the original 2015-16 budget was approved, there were no expenses figured into the completion of the elementary project, but project completion extended into the 2015-16 fiscal year.

Original 2015-16 budget for Total Other Expenditures: \$1,514,676

Proposed 2015-16 budget amendment for Total Other Expenditures: \$1,589,676

**B. Public Comment**

There were no written comments submitted, nor anyone present offering verbal comments or concerns.

**C. Consider Amendment of FY16 Budget**

Board President Kecia Hickman called for a motion to approve the 2015-16 Budget Amendment as published.

Motion made by: Mark Brown

Motion seconded by: Susan Rensink

Voting

Unanimously Approved

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

Motion made by: Jessica Brink

Motion seconded by: Susan Rensink

Voting

Unanimously Approved

At 6:32 PM, Superintendent Spears invited all those present to enjoy refreshments to honor the School Board Members in commemoration of School Board Appreciation Week.

The board reconvened at 6:53 PM.

**VI. REPORTS**

**A. Committee**

1. **Technology Committee Update**

Superintendent Spears gave a Technology Committee update, including five-year plans for facilities and technology. The district will be seeking bids for 2016-17 potential equipment purchases, for consideration at the June board meeting. The next Technology Committee meeting is scheduled for May 26.

**B. Special**

None.

**C. Administration**

**1. Elementary School Principal**

Jason Groendyke, Elementary Principal prepared and reviewed his written report for the board and was available for questions. Board members were especially interested in the FAST testing results.

**2. Middle School Principal**

Cindy Barwick, Middle School Principal, left the meeting to attend a 4th grade transition meeting at the Middle School. Mrs. Barwick prepared a written report for the board. (she returned to the meeting prior to adjournment, but there were no questions regarding her report.)

**3. High School Principal**

Sherrie Zeutenhorst, High School Principal prepared and reviewed her written report for the board and was available for questions.

**4. Activities Director**

Justin Albers, Activities Director prepared and reviewed his written report for the board and was available for questions.

**5. Superintendent**

**a. IASB Legislative Resolutions**

Superintendent Spears provided 2016-17 IASB Priorities and Resolutions and reminded Board Members of the resolutions adopted for 2015-16. He encouraged board members to review the IASB Priorities and Resolutions for discussion at the June meeting and adoption in July.

**b. Differentiated Accountability System**

Superintendent Spears provided information regarding the Universal Desk Audit, which will replace the DE site visits. School districts will be required to submit the Universal Desk Audit information in compliance with State and Federal requirements.

**c. High School Dropout Rate Information**

Superintendent Spears shared statewide drop-out information, and shared district comparisons to the state averages.

**d. Every Student Succeeds Act (ESSA) Update**

Superintendent Spears shared information on (ESSA) Every Student Succeeds Act, which replaces (NCLB) No Child Left Behind.

**e. Softball Challenge**

The Sheldon City Council has challenged the School Board to an exhibition three-inning game on Monday, June 13, as an inaugural game to kick off the summer recreation season and celebrate the joint effort of the City of Sheldon and the Sheldon Community School District to complete the new sports complex project.

**f. Nurse's Report**

The April 2016 Nurse's Report was received for information.

**g. Transportation Report**

The April 2016 Transportation Report was received for information.

**VII. OLD BUSINESS**

**A. 2016-17 East Elementary Volunteer Handbook (2nd Reading)**

Superintendent Spears recommended the Board adopt the 2016-17 East Elementary Volunteer Handbook (second reading) as presented.

Motion made by: Mark Brown

Motion seconded by: Susan Rensink

Voting

Unanimously Approved

**B. 2016-17 Staff Activity Handbook (2nd Reading)**

Superintendent Spears recommended the Board adopt the 2016-17 Staff Activity Handbook (second reading) with changes pertaining to the athletic scholarship rules.

Motion made by: Jessica Brink

Motion seconded by: Susan Rensink

Voting

- Unanimously Approved
- C. 2016-17 Staff Handbook (2nd Reading)**  
 Superintendent Spears recommended the Board adopt the 2016-17 Staff Handbook (second reading) with changes pertaining to Appendix I--the purchase order process and issuance of checks, as well as Appendix M--email etiquette.  
Motion made by: Susan Rensink  
Motion seconded by: Mark Brown  
Voting  
 Unanimously Approved
- D. 2016-17 Substitute Teacher Handbook (2nd Reading)**  
 Superintendent Spears recommended the Board adopt the 2016-17 Substitute Teacher's Handbook (second reading) as presented.  
Motion made by: Susan Rensink  
Motion seconded by: Jessica Brink  
Voting  
 Unanimously Approved
- E. 2016-17 Student Handbooks (2nd Reading)**  
 Superintendent Spears recommended the board approve the 2016-17 Student/Parent Handbooks (second reading) for Elementary, Middle School and High School.  
Motion made by: Mark Brown  
Motion seconded by: Jessica Brink  
Voting  
 Unanimously Approved
- F. Board Policy Review (2nd Reading)**  
 Board Members reviewed Board Policy 503.1R1 Student Discipline Policy (second reading).  
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 Open Enrollment application for E.H., an elementary student from HMS CSD to Sheldon CSD, for 2016-17.  
Motion made by: Susan Rensink  
Motion seconded by: Jessica Brink  
Voting  
 Unanimously Approved
- B. Resignation(s)**  
 Superintendent Spears recommended the Board approve the resignation of Kent De Zeeuw, high school math teacher, contingent upon finding a suitable replacement.  
Motion made by: Susan Rensink  
Motion seconded by: Mark Brown  
Voting

**C. Unanimously Approved Contracts**

Superintendent Spears recommended the Board approve the following contracts:

<u>NAME</u>	<u>POSITION</u>	<u>LANE/STEP</u>	<u>SALARY</u>
Crystal Davis	HS Math Teacher	BA Lane; Step 5	\$44,460
Taylor Morris	HS Health & Phys. Ed. Teacher	MA Lane; Step 1	\$43,915
Taylor Morris	Assist. HS Wrestling Coach		\$3,625
Sara Stegemann	HS Sp. Ed. Instr. Assoc.	6 hrs/Day	\$9.00/hr.
Yvette Feekes	MS Sp. Ed. Instr. Assoc.	6 hrs/Day	\$9.00/hr.
Erica Eekhoff	Substitute Bus Driver	\$17.90/hr.	\$21.26/hr.
		Sp. Ed. Rt.	Reg. Route
Kory Roos	Head HS Wrestling Coach		\$5,438
Hayden Adkins	9 <sup>th</sup> Grade Wrestling Coach		\$2,973
Nicole Dibbet	9 <sup>th</sup> Grade Volleyball Coach		\$2,973
Jeri Kruger	TLC Model Teacher	Stipend	\$2,800
Kathy Arnold	TLC Model Teacher	Stipend	\$2,800
Gina Woelber	TLC Model Teacher	Stipend	\$2,800
Jim Gude	TLC Model Teacher	Stipend	\$2,800
Carla Kleinwolterink	TLC Model Teacher	Stipend	\$2,800
Krystal Kooiker	TLC Model Teacher	Stipend	\$2,800
Donna Nagel	TLC Model Teacher	Stipend	\$2,800

Chris Stotz                      TLC Model Teacher                      Stipend                      \$2,800

Motion made by: Susan Rensink

Motion seconded by: Mark Brown

Voting

Unanimously Approved

**D. School Breakfast and Lunch Prices for 2016-17 School Year**

Superintendent Spears recommended the Board approve the meal price increases as outlined below for the 2016-17 school year.

- Student Breakfast: from \$1.55 to \$1.60, \$0.05 increase;
- Adult Breakfast from \$2.10 to \$2.20, \$0.10 increase;
- Student Lunch: from \$2.45 to \$2.55, \$0.10 increase;
- Adult Lunch: from \$3.50 to \$3.60, \$0.10 increase;
- Special Milk: \$0.30 per Carton/\$27.00 per Semester/\$54.00 per Year
- Special Juice: \$0.30 per Carton/\$27.00 per Semester/\$54.00 per Year

Motion made by: Mark Brown

Motion seconded by: Susan Rensink

Voting

Unanimously Approved

**E. Consider SAI Mentoring and Induction Program Agreement**

Superintendent Spears recommended the Board approve the 2016-17 SAI Mentoring and Induction Agreement between the School Administrators of Iowa and the Sheldon School District.

Motion made by: Jessica Brink

Motion seconded by: Susan Rensink

Voting

Unanimously Approved

**F. Consider High School Gym Floor Re-Surfacing**

Board Members reviewed the proposal from JWood Sports Flooring to re-sand and re-paint the HS gym floor. The proposal of \$23,190 would be good for the summer of 2017, if the board approves the proposal at this time.

Motion made by: Susan Rensink

Motion seconded by: Jessica Brink

Voting

Unanimously Approved

**G. Consider Field Experiences, Practicums and Student Teaching Agreement Between Buena Vista University and the Sheldon Community School District**

Superintendent Spears recommended the Board approve a Student Teaching Agreement with Buena Vista University for the 2016-17 school year.

Motion made by: Susan Rensink

Motion seconded by: Jessica Brink

Voting

Unanimously Approved

**H. Consider ATC Client Services Agreement for Asbestos Removal**

Board Members reviewed an Agreement with ATC Group Services, for asbestos monitoring for floor tile removal in several areas of the high school. The asbestos floor tiles must be removed before replacement of carpet or tile can be considered.

Motion made by: Jessica Brink

Motion seconded by: Mark Brown

Voting

Unanimously Approved

**I. Consider Bids for Asbestos Removal - HS Band Room, HS Vocal Music Room, Kitchen Store Room, & Gym Hallway**

Superintendent Spears recommended the Board consider awarding the asbestos removal contract to Wheeler Contracting, Omaha, NE., (\$19,780) and the asbestos monitoring to ATC (\$8,975) for a total cost of \$28,755.00

Other bids received:

- ESA, North Sioux City, SD -- \$28,352.00
- Site Services, Algona, IA -- \$30,700.00

Motion made by: Mark Brown

Motion seconded by: Jessica Brink

Voting

Unanimously Approved

**J. Consider Carpet & Tile Replacement for High School Band Room, Vocal Music Room, Kitchen Storage, and Math Classroom**

Superintendent Spears recommended the Board approve the bid from Northwest Decor for carpet and tile replacement at a cost of \$23,490.66. The areas to be covered with new tile: HS Band Room, kitchen storage area; new carpet for the HS Vocal Room and one math classroom.

Motion made by: Susan Rensink

Motion seconded by: Jessica Brink

Voting

Unanimously Approved

**K. Designate John & Irene Bowers Scholarship Recipients**

Superintendent Spears recommended the Board approve the John N. and Irene E. Bowers Scholarship recipients as selected by the Bowers Scholarship Committee. Each recipient will receive a \$4400 scholarship.

Nursing: Bailey Moret

Nursing: Kayla Van Meeteren

Teaching: Macy Jacobsma

Motion made by: Mark Brown

Motion seconded by: Susan Rensink

Voting

Unanimously Approved

**L. Consider Date Change for June Board Meeting**

Board Members considered various June dates for the regular June board meeting, but decided to leave it on the regularly scheduled date of June 8 at 6:00 PM.

**M. Board Policy Review**

Superintendent Spears made Board Members aware of potential policies provided by IASB Policy Primer:

BP 202.5 - Student School Board Representative

BP 704.6 - Online Fundraising Campaigns - Crowdfunding

BP 906 - Unmanned Aircraft - Drones

**IX. ANNOUNCEMENTS**

A. IASB Fiscal Management Conference, July 20, 2016, Altoona, IA

B. IASB Employee Relations Conference, October 13, 2016, Altoona, IA

C. IASB 71st Annual Convention, November 16-18, 2016

**X. ADJOURN**

There being no further business, Board President Kecia Hickman called for a motion to adjourn.

Meeting adjourned at 8:09 PM.

Motion made by: Mark Brown

Motion seconded by: Jessica Brink

Voting

Unanimously Approved

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Chairperson

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Secretary