

**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: Mark Brown, Jessica Brink, Susan Rensink, Kecia Hickman. 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: Kim Buenger, Ashley Jaspers, Stephanie Pritts, Scott Buchholtz

**II. Approval of Agenda**

There were no changes to the published agenda. Board President called for a motion to approve the agenda.

Motion made by: Susan Rensink

Motion seconded by: Jessica Brink

Voting

Unanimously Approved

**III. Communications**

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

**1. Public Comment**

None.

**2. Recognition**

**a. Student**

Board members received student lists for recognition. There were no additions to the lists.

**b. Education Presentation - East Elementary School**

First grade teachers, Stephanie Pritts, Scott Buchholtz, Kim Buenger and Ashley Jaspers were present to update the board on the LEAD 21 curriculum, which ties reading into social studies and science.

**B. Correspondence**

**1. "The Board" Publication**

a. The Board, Always Start with "Why", Vol. 39, Number 13

b. The Board, Is It Time to Develop a Brand?, Vol. 39, Number 14

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

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

Board President called for a motion to accept all correspondence.

Motion made by: Mark Brown

Motion seconded by: Susan Rensink

Voting

Unanimously Approved

**C. Board Member Reports**

**1. IASB Board Member Orientation Workshop**

Susan Rensink and Jessica Brink shared highlights of the IASB Board Member Orientation Workshop, held in Spencer on November 3.

**IV. APPROVAL OF:**

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

Board members reviewed minutes from the Annual/Organizational Meeting of 10.14.15 and the special closed session held 10.28.15.

Motion made by: Susan Rensink

Motion seconded by: Mark Brown

Voting

Unanimously Approved

**B. Financial Reports**

Board members received bank reconciliations, the Cash/Investment Report, as well as the 10.31.15 Activity Report.

Motion made by: Susan Rensink

Motion seconded by: Jessica Brink

Voting

Unanimously Approved

**C. Approve Bills**

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)**

None.

**VI. REPORTS**

**A. Committee**

None.

**B. Special**

None.

**C. Administration**

**1. Elementary School Principal**

Jason Groendyke, Elementary Principal, provided a written report for board members, and was available for questions.

**2. Middle School Principal**

Cindy Barwick, Middle School Principal, prepared a written report for board members, and was available for questions.

**3. High School Principal**

Sherrie Zeutenhorst, High School Principal, provided a written report for board members, and was available for questions.

**4. Activity Director**

Justin Albers, Activities Director, provided a written report for board members, and was available for questions.

**5. Superintendent**

**a. 2015-16 Enrollment Update**

Superintendent Spears shared enrollment figures:

CERTIFIED ENROLLMENT increased by 60.52 students from 1018.94 in 2014-15 to 1079.46 in 2015-16.

BEDS ENROLLMENT increased by 65.4 students from 999.8 in 2014-15 to 1062.20 in 2015-16.

- b. Teacher Leadership and Compensation Grant**  
Superintendent Spears updated the board regarding the Teacher Leadership & Compensation Program, to be implemented in 2016-17. The district is currently accepting applications for three Instructional Strategists. Application deadline is November 30, 2015. Following the selection process for these positions, the district will fill the positions for Model Teacher, Mentor Teacher and Building Leadership Team members.
- c. Elementary & Middle School SINA Plans**  
Superintendent Spears provided copies of the 2015-16 SINA (Schools in Need of Assistance) Plans and Budgets for Sheldon Middle School and East Elementary.
- d. 2016-17 School Calendar**  
Superintendent Spears presented the first draft of the 2016-17 school calendar, for information.
- e. East Elementary Media Center Decorating Plan**  
Superintendent Spears shared the plans for East Elementary Library decor. Kecia Hickman and Susan Rensink have been serving on the committee to finalize the library decor. Estimated expenditures: \$9500
- f. Nurses Report**  
The November 2015 Nurse's Report was received for information.
- g. Transportation Report**  
The November 2015 Transportation Report was received for information.

## VII. OLD BUSINESS

### A. Board Policy Review – (2nd Reading)

Superintendent Spears recommended the Board adopt this section of Board Policies (second reading).

- 100 Legal Status of the School District
- 101 Educational Philosophy of the School District
- 102 Equal Educational Opportunity
- 102.E1 Annual Notice Of Nondiscrimination
- 102.E2 Continuous Notice Of Nondiscrimination
- 102.E3 Notice Section 504 Student And Parental Rights
- 102.E4 Complaint Form
- 102.E5 Witness Disclosure Form
- 102.E6 Disposition Of Complaint Form
- 102.R1 Grievance Procedure
- 103 Long-Range Needs Assessment
- 104 Anti-Bullying/Harassment Policy
- 104.E1 Complaint Form
- 104.E2 Witness Disclosure Form
- 104.E3 Disposition Complaint Form
- 104.R1 Anti-Bullying/Harassment Investigation Procedures
- 500 Objectives for Equal Educational Opportunities for Students
- 501.1 Resident Students
- 501.2 Nonresident Students
- 501.3 Compulsory Attendance
- 501.3R1 Attendance Cooperation Process
- 501.3E1 Part A – School Attendance Cooperation Agreement
- 501.3E2 Part B – FIP Parents' or Caretaker's Statement of Understanding and Consent
- 501.3E3 Appeal Rights/Policy on Nondiscrimination
- 501.4 Entrance - Admissions
- 501.5 Foreign Students
- 501.6 Student Transfers In
- 501.7 Student Transfers Out or Withdrawal
- 501.8 Student Attendance Records
- 501.9 Student Absences - Excused

- 501.10 Truancy - Unexcused Absences
- 501.11 Student Release During School Hours
- 501.12 Pregnant Students
- 501.13 Students of Legal Age
- 501.14 Open Enrollment Transfers - Procedures As A Sending District
- 501.15 Open Enrollment Transfers - Procedures As A Receiving District
- 501.16 Homeless Children and Youth
- 502.1 Student Appearance

Motion made by: Mark Brown

Motion seconded by: Susan Rensink

Voting

Unanimously Approved

## VIII. NEW BUSINESS

### A. Open Enrollment Application(s)

None.

### B. Resignation(s)

Superintendent Spears recommended the Board approve the resignation of Julie Kavanagh, MS special education associate.

Motion made by: Jessica Brink

Motion seconded by: Mark Brown

Voting

Unanimously Approved

### C. Contracts

Superintendent Spears recommended the Board approve the following contract:

Maggie Lloyd, MS Girls' Basketball Coach -- \$2,345

Motion made by: Susan Rensink

Motion seconded by: Jessica Brink

Voting

Unanimously Approved

### D. Approve Volunteer Coach(es)

Superintendent Spears recommended the Board approve the following volunteer coaches:

1. Wally Wolthuizen as High School Wrestling Volunteer Coach
2. Hayden Adkins as High School Wrestling Volunteer Coach
3. Matt Dykstra as High School Boys' Basketball Volunteer Coach contingent upon completion of Coaching Authorization requirements.

Motion made by: Susan Rensink

Motion seconded by: Jessica Brink

Voting

Unanimously Approved

### E. Approve/Authorize Reallocation Between Funds

Superintendent Spears recommended the Board approve the permanent inter-fund transfer of \$10,376.66 from Fund 31 Middle School Construction Account to Fund 36 or PPEL, per Iowa Code, which states:

*298A.9 Capital Project Funds. A capital project must be established in any school corporation which issues bonds or other authorized indebtedness for capital projects or which initiates a capital project, or which receives grants or other funds for capital projects. Boards are authorized to establish more than one capital project fund as necessary. Any balance remaining in a capital project fund after the capital project is completed may be retained for future capital projects in accordance with the original purpose of the bond issue or voter-approved levy: or may be transferred, by board resolution, the debt service fund, to the physical plant and equipment levy fund or another capital project fund, or the fund from which the surplus originated: or transferred to the*

*general fund in accordance with section 278.1, subsection 1, paragraph "e". 94 Acts, CH 1029, section 9, 2013 Acts, CH 88, section 31.*

Motion made by: Mark Brown

Motion seconded by: Jessica Brink

Voting

Unanimously Approved

**F. Approve Contract for Student Receiving Special Education Services**

Superintendent Spears recommended the Board approve the following education service contract for a Sheldon School District resident student "S.J." receiving educational services in the MOC-FV School District.

Motion made by: Susan Rensink

Motion seconded by: Jessica Brink

Voting

Unanimously Approved

**G. Consider Supplemental Educational Services Contracts**

Superintendent Spears recommended the Board approve the supplemental services contracts from ATS Project Success and Eduwizards, as presented.

Motion made by: Mark Brown

Motion seconded by: Susan Rensink

Voting

Unanimously Approved

**H. Consider Student Discipline Recommendation**

Superintendent Spears recommended the Board expel Student "Q" from school for the remainder of the first semester of the 2015-16 school year, due to a violation of the Student Conduct Code.

Motion made by: Mark Brown

Motion seconded by: Susan Rensink

Voting

Unanimously Approved

**I. Consider School Budget Review Committee Allowable Growth Application**

Superintendent Spears recommended the Board authorize the Superintendent to submit the Modified Allowable Growth application to the SBRC.

The Sheldon Community School District has an increase in student enrollment of 60.6 students for the 2015-16 school year. The school district also has 15 EL students who have been receiving EL services for more than five years. The school district is eligible to make an application to the School Budget Review Committee for a one-time funding budget adjustment for these two issues. The school district is eligible to request \$390,628 of modified supplemental amount for increased enrollment of students and \$21,272 of modified supplemental amount for EL students receiving services beyond four years for a total of \$411,900 of modified supplemental amount.

Motion made by: Susan Rensink

Motion seconded by: Jessica Brink

Voting

Unanimously Approved

**J. Designate Board Negotiation Team Representatives**

Kecia Hickman and Jessica Brink volunteered to serve on the Sheldon Community School District Negotiation Team for 2015-16.

Motion made by: Mark Brown

Motion seconded by: Susan Rensink

Voting

Unanimously Approved

**K. Review District Developed Special Education Delivery Plan**

Board members reviewed the District Developed Special Education Delivery Plan. Superintendent Spears explained that Iowa school districts are required to review this

plan every five years. The district committee has met to discuss this plan, and has now submitted it to the school board. Upon school board approval, the district must wait 30 days for public comment concerning this plan. Following the 30-day waiting period, the school board may adopt the plan for implementation.

Motion made by: Susan Rensink

Motion seconded by: Jessica Brink

Voting

Unanimously Approved

**L. Approve Board Policy 407.6 & 407.6E1 - Licensed Employee Severance Benefit**

Superintendent Spears recommended the Board activate Board Policy 407.6 Licensed Employee Severance Benefit and 407.6E1 Licensed Employee Severance Benefit Application, for the 2015-16 school year.

Motion made by: Jessica Brink

Motion seconded by: Mark Brown

Voting

Unanimously Approved

**M. Board Policy Review**

Superintendent Spears presented the following board policies for review/first reading, recommending no changes to the currently language.

- 502.2 Care of School Property/Vandalism
- 502.3 Freedom of Expression
- 502.4 Student Complaints and Grievances
- 502.5 Student Lockers
- 502.6 Weapons
- 502.6R1 Weapons – Administrative Regulations
- 502.7 Smoking - Drinking - Drugs
- 502.8 Search and Seizure
- 502.8E1 Search and Seizure Checklist
- 502.8R1 Search and Seizure Regulation
- 502.9 Interviews of Students by Outside Agencies
- 502.11 Student Use of Bicycles
- 502.12 Student Use of Motor Vehicles
- 503.1 Student Conduct

Superintendent Spears also presented the following schedule for reviewing board policies in the future.

- 2015-16 - 500 Series (estimated 150 pages)
- 2016-17 - 600 Series (estimated 78 pages)
- 2017-18 - 700, 800, & 900 Series (estimated 99 pages)
- 2018-19 - 100, 200, & 300 Series (estimated 104 pages)
- 2019-20 - 400 Series (estimated 186 pages)

Motion made by: Mark Brown

Motion seconded by: Susan Rensink

Voting

Unanimously Approved

**IX. ANNOUNCEMENTS**

**A. IASB Annual Convention, November 18 & 19, 2015, Des Moines**

Superintendent Spears shared that he and Kecia Hickman, Susan Rensink and Mark Brown will be attending the IASB Annual Convention in Des Moines on November 18 & 19, 2015.

**B. NSBA Annual Conference**

Superintendent Spears shared that he, Kecia Hickman and Mark Brown will be attending the National School Board Association Annual Conference in April 2016.

**X. ADJOURN**

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

Meeting adjourned at 7:11 PM.

Motion made by: Susan Rensink

Motion seconded by: Jessica Brink

Voting

Unanimously Approved

---

Chairperson

---

Secretary