

Attendees - voting members

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

I. CALL TO ORDER - ROLL CALL

At 5:00 PM, Board President Kecia Hickman called the meeting to order, with the following members present: Kecia Hickman, Susan Rensink, Jessica Brink, Mark Brown and Randy Merley. 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, was supervising a basketball game. Visitors: Brittany Maassen, Christian Richards, Mallorie Van Meeteren, Adam McDonald, Kaden Monroe, Jenna Jungers, Eric Gilbertson, Tami Van Meeteren, Wendy Roder
Press: Tom Lawrence, Iowa Information

II. APPROVAL OF AGENDA

Superintendent Spears requested the Board strike Communications Item 2b. from the agenda, since Marcia Poyzer would not be present due to illness.

Board President called for a motion to approve the agenda, moving Communications Item 2b to the February meeting.

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 recognition information prior to the meeting. Administrators had no additions.

b. **Staff**

Moved to February meeting.

c. **Presentation - Elementary School**

Mrs. Maassen, 4th grade teacher, and students, Adam McDonald, Kaden Monroe, CJ Richards, Mallorie Van Meeteren, and Jenna Jungers, demonstrated a "procedural text" project they participated in using Google Docs. They demonstrated how to frost a sugar cookie.

B. Correspondence

1. **"The Board" Publication**

a. **"What It Means to Be a Proactive Board," Vol. 40, No. 17**

b. **"The Case for Changing How We Assess Learning," Vol. 40, No. 18**

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

Board Members received minutes from the NWAEA 12.19.16 Board Meeting.

3. **Receipt of "Thank You" Cards--None.**

Board President called for a motion to approve all correspondence.

Motion made by: Randy Merley

Motion seconded by: Mark Brown

Voting

Unanimously Approved

C. Board Member Reports – None.

IV. APPROVAL OF:

A. Minutes of Past Meeting(s)

Board Members reviewed minutes from the 12.12.16 regular meeting.

Motion made by: Mark Brown

Motion seconded by: Jessica Brink

Voting

Unanimously Approved

B. Financial Reports

Board Members reviewed financial reports as presented, including the Budget Monitor Report, Categorical funds, Cash & Investments Report, as of December 31, 2016.

Motion made by: Susan Rensink

Motion seconded by: Mark Brown

Voting

Unanimously Approved

C. Approve Bills

Randy Merley reviewed the bills prior to the meeting and recommended the board approve all bills for payment as presented.

Motion made by: Randy Merley

Motion seconded by: Susan Rensink

Voting

Unanimously Approved

V. PUBLIC HEARING(S)--None.

VI. REPORTS

A. Committee--None.

B. Special

1. FY15 Independent Audit Report

Eric Gilbertson, CPA, with King Reinsch Prosser, was present to review the FY16 audit, as conducted on site in September 2016. There were no findings or weaknesses noted as a result of their audit.

Superintendent Spears shared several reports, including budget growth, solvency ratio, ending balance comparisons and revenue comparisons.

C. Administration

1. Elementary School Principal

Elementary Principal, Jason Groendyke, reviewed his written reports and was available for questions.

2. Middle School Principal

Middle School Principal, Cindy Barwick, reviewed her written reports and was available for questions.

3. High School Principal

High School Principal, Sherrie Zeutenhorst, reviewed her written reports and was available for questions.

4. Activities Director

Activities Director, Justin Albers presented a written report, but was not present since he was supervising a basketball game.

5. Superintendent

a. Tax Increment Financing (TIF) Update

Superintendent Spears updated the board regarding the Tax Increment Financing (TIF) in our school district and O'Brien County.

b. State Cost Per Pupil Comparison

Superintendent Spears presented Cost per Pupil comparisons within the State of Iowa. He shared history of the statewide Cost per Pupil, as well as history of Sheldon CSD Cost per Pupil.

c. Nurse's Report

The December Nurse's Report was received for information.

d. Transportation Report

The December Transportation Report was received for information.

VII. OLD BUSINESS

A. High School 2017-18 Registration Handbook (2nd Reading)

HS Principal, Sherrie Zeutenhorst, highlighted minor changes in the HS Registration Handbook. Superintendent Spears recommended the Board approve the second reading of the 2017-18 HS Registration Handbook.

Motion made by: Susan Rensink

Motion seconded by: Randy Merley

Voting

Unanimously Approved

B. Board Policy Review

Superintendent Spears recommended the Board adopt this section of Board Policies:

- 603.9R1 Teaching Controversial Issues
- 603.10 Global Education
- 603.11 Citizenship
- 604.1 Competent Private Instruction
- 604.1E1 Competent Private Instruction Report
- 604.2 Individualized Instruction
- 604.3 Program for Talented and Gifted Students
- 604.4 Program for At-Risk Students
- 604.5 Religious-Based Exclusion from a School Program

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 Noreen Vande Weerd, Media Specialist, effective the end of the school year.

Motion made by: Randy Merley

Motion seconded by: Jessica Brink

Voting

Unanimously Approved

C. Contracts

Superintendent Spears recommended the Board approve the following contract:

Steve Fischer Middle School Wrestling Coach \$2,429 salary

Motion made by: Randy Merley

Motion seconded by: Mark Brown

Voting

Unanimously Approved

D. Consider Funding for East Elementary Playground

The Superintendent recommended the Board consider contributing \$50,000 to the East Elementary project, providing the organizing group is able to raise the remaining \$16,000 to cover everything they proposed. The Board share of \$50,000 will come from PPEL/SAVE in FY18 with the understanding that the balance of Scanlan Scholarship monies, currently in the Sheldon Education Foundation, be deposited into PPEL when the scholarship reaches its 25-year obligation mark in 2020.

Motion made by: Randy Merley

Motion seconded by: Mark Brown

Voting

Unanimously Approved

E. Consider Vehicle Purchase for Building and Grounds

Board Members received the following vehicle information from Drenkow Motors:

2012 (used) Ford F150 SuperCrew XLT, one owner -- 47,000 miles with new tires
at 40,000 miles -- \$24,900

2017 (new) Ford F150 SuperCrew XLT -- \$37,993

Following discussion, board members agreed to purchase the used truck for \$24,900 less \$100 trade-in for the 1985 truck owned by the district.

Motion made by: Randy Merley

Motion seconded by: Susan Rensink

Voting

Unanimously Approved

F. Board Goals

Board Members, Susan Rensink and Kecia Hickman presented the first draft of the Board Goals they have been working on including:

1. **Instruction and Student Learning/Achievement**

Goal: Enhance board leadership towards the district's efforts to strengthen instruction and improve student achievement.

- After the administrative team has shared progress reports pertaining to specific goals or learning initiatives, the board will summarize and share 1-2 of the key points that stood out and should be remembered.

- On a quarterly basis, when student achievement data is presented to the board, the board will take 10 minutes during the board meeting to ask questions, share concerns, and gain a better understanding of what the results actually show us about student learning and progress.

2. **Facilities**

Goal: Ensure the long term planning of the district results in quality technology, adequate facilities, and a safe place for students and staff

- At least annually, review the updated plan of the technology, safety and facilities committee and use the recommendations to set future infrastructure goals as the budget and resources allow

- The board will conduct annual tours of all the facilities.

3. **Finances**

Goal: Ensure the long-term financial health of the district, and sustain and enhance district resources through ongoing planning and oversight.

- Monthly budget monitoring

- During the first half of the school year, review enrollment trends and other relevant data that may have an impact on the next year's finances and budget.

- Near the end of the fiscal year, monitor progress toward previously set finance targets such as those stated in board policy or the superintendent's goals (solvency ratio, unspent balance, spending authority, etc.)

Board President called for a motion to approve first reading as presented.

Motion made by: Jessica Brink

Motion seconded by: Randy Merley

Voting

Unanimously Approved

G. Board Policy Review (1st Reading)

Board Members reviewed first reading for the following Board Policies:

604.6	Instruction at a Post-Secondary Educational Institution
604.7	Dual Enrollment
604.8	Foreign Students
604.9	Home School Assistance Program
604.10	Virtual/On-Line Courses
605.1	Instructional Materials Selection
605.1R1	Selection of Instructional Materials
605.2	Instructional Materials Inspection

Motion made by: Susan Rensink

Motion seconded by: Mark Brown

Voting

Unanimously Approved

IX. ANNOUNCEMENTS

A. IASB Day on the Hill

Board President Kecia Hickman and Superintendent Spears plan to attend.

X. ADJOURN

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

Meeting adjourned at 7:01 PM.

Motion made by: Randy Merley

Motion seconded by: Jessica Brink

Voting

Unanimously Approved

XI. EXEMPT SESSION

Board Members entered Exempt Session for negotiations strategy discussion. Exempt Session ended at 7:30 PM.

Chairperson

Secretary