

**Attendees - voting members**

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

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

At 5:00 PM, Board President Kecia Hickman called the meeting to order. The following board members were present: Jessica Brink, Susan Rensink, Randy Merley, Mark Brown and Kecia Hickman. Superintendent Robin Spears and Board Secretary/Business Manager LaDonn Hartzell were also present. Administrators Present: Cindy Barwick, Middle School Principal; Sherrie Zeutenhorst, High School Principal  
Administrators Absent: Jason Groendyke, Elementary Principal and Eric Maassen, Activities Director were involved in activities and unable to attend.  
Press: Tom Lawrence, Iowa Information  
Visitors: Lori Richards

**II. APPROVAL OF AGENDA**

There being no additions or changes to the agenda, Board President Kecia Hickman called for a motion to approve the agenda as presented.

Motion made by: Randy Merley

Motion seconded by: Susan Rensink

Voting

Unanimously Approved

**III. COMMUNICATIONS**

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

**1. Public Comment**

None.

**2. Recognition**

**a. Student**

Board Members received a MS Student List for Recognition. There were no additions.

**b. Iowa High School Athletic Association**

The District received a commendation letter from the Iowa High School Athletic Association for good conduct and sportsmanship by coaches and student athletes for 2016-17.

**B. Correspondence**

**1. "The Board" Publication**

**a. The Board "Getting Culture Right: Six Questions the Board Can Ask,"**

**b. The Board "Before You Form Another Subcommittee,"**

**2. NW AEA Board Meeting Minutes - July and August Board Meetings**

Board Members received copies of the Northwest AEA minutes from July and August.

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

Superintendent Spears thanked the Board for thinking of him following his knee surgery on August 28.

Board President called for a motion to accept all correspondence as presented.

Motion made by: Jessica Brink

Motion seconded by: Mark Brown

Voting

Unanimously Approved

**C. Board Member Reports**

Board Members received complimentary copies of the 2016-17 Sheldon High School yearbooks.

#### IV. APPROVAL OF:

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

Board Members reviewed minutes from the regular August 14 meeting, as well as the special meeting of August 22. Board President called for a motion to approve the minutes as presented.

Motion made by: Jessica Brink

Motion seconded by: Mark Brown

Voting

Unanimously Approved

##### B. Financial Reports

Board Members reviewed financial reports to include August 31 bank statements in all funds, as well as final FY17 Budget Monitor Report and FY17 Categorical Report.

Motion made by: Susan Rensink

Motion seconded by: Jessica Brink

Voting

Unanimously Approved

##### C. Approve Bills

Kecia Hickman reviewed the bills this month and called for a motion to 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

###### 1. District Leadership Team/School Improvement/Student Achievement

Superintendent Spears reported the District Leadership Team met on August 30. The group reviewed several assessment reports and Superintendent Spears shared those reports with the Board at this meeting. 2017-18 Building Level Goals and Building Level School Improvement Action Plans were also reviewed.

##### B. Special

###### 1. Tour High School Building

At 6:03 PM, High School Principal Sherrie Zeutenhorst conducted a 45-minute tour of the high school, giving those in attendance the opportunity to view building needs, if any, and to ask questions.

##### C. Administration

###### 1. Elementary School Principal

Jason Groendyke, Elementary Principal prepared a written report for the board, but was not in attendance.

###### 2. Middle School Principal

Cindy Barwick, Middle School Principal prepared and reviewed her written report for the board and was available for questions.

###### 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

Eric Maassen, Activities Director prepared a written report for the board but was not in attendance.

###### 5. Superintendent

###### a. Instructional Support Levy Update

Superintendent Spears reported that since no petition has been filed, the Instructional Support Program will automatically renew on July 1, 2018 for five years.

**b. EMC Dividend**

Superintendent Spears noted the district received a dividend check from EMC for \$15,452.43.

**c. Nurse's Report**

The August Nurse's Report was received for information.

**d. Transportation Report**

The August Transportation Report was received for information.

**VII. OLD BUSINESS**

**A. Board Policy Review**

Board Members considered second reading for the following Board Policies.

Code No. 302.2	Superintendent Contract and Contract Nonrenewal
Code No. 303.3	Administrator Contract and Contract Nonrenewal
Code No. 401.7	Employee Travel Compensation
Code No. 403.1e1	Staff Physical Payment (Delete Policy)
Code No. 405.4	Licensed Employee Continuing Contracts
Code No. 405.9	Licensed Employee Probationary Status
Code No. 407.6	Licensed Employee Severance Benefit
Code No. 407.6e1	Licensed Employee Severance Benefit Application
Code No. 409.7	Licensed Employee Military Service Leave
Code No. 410.2	Summer School Licensed Employees
Code No. 414.7	Classified Employee Military Service Leave
Code No. 505.2	Student Promotion - Retention - Acceleration
Code No. 603.2	Summer School Instruction

Motion made by: Mark Brown

Motion seconded by: Randy Merley

Voting

Unanimously Approved

**VIII. NEW BUSINESS**

**A. Open Enrollment Application(s)**

Superintendent Spears presented the following Open Enrollment Applications:

A.R. Kdgn. student, from Sheldon CSD to GLR CSD

L.R. 4<sup>th</sup> gr student, from South O'Brien CSD to Sheldon CSD

T.P. 5<sup>th</sup> gr student, from Sheldon CSD to MOC-FV CSD

Motion made by: Randy Merley

Motion seconded by: Susan Rensink

Voting

Unanimously Approved

**B. Resignation(s)**

None.

**C. Contracts**

Superintendent Spears recommended the following contracts for approval:

Lisa Welch, Elementary Instructional Associate--\$10.00/hour; 6 hours per day

Sheyla Silva, HS Part-Time Custodian--\$12.00/hour; 4 hours per day (school year) 40 hrs/wk (summer)

Motion made by: Susan Rensink

Motion seconded by: Mark Brown

Voting

Unanimously Approved

**D. Approve Education Lane Advancement/Career Increment For Certified Staff**

Superintendent Spears recommended the Board approve the following Education Lane advancements for the 2017-18 school year.

<u>Lane Advancements</u>	<u>From Lane/Step</u>	<u>Salary</u>	<u>To Lane/Step</u>	<u>Salary</u>	<u>Difference</u>
Dibbet, Nicole	BA/3	\$43,000	BA+15/3	\$44,100	\$1,100
Fitzgerald, Megan	BA+30/4	\$46,300	MA/4	\$47,950	\$1,650
Roder, Wendy	BA+30/C2(2)	\$59,500	MA/16(2)	\$61,150	\$1,650
Roozeboom, Sharla	BA+15/8	\$49,600	BA+30/8	\$50,700	\$1,100
Ulbricht, Megan	BA+15/4	\$45,200	MA/4	\$47,950	\$2,750

Motion made by: Susan Rensink

Motion seconded by: Jessica Brink

Voting

Unanimously Approved

**E. Cast Ballot for NW AEA Board of Directors - District #2**

Board Members received a voting ballot from NWAEA to elect the District 2 Board Member. Mike McAlpine from Sioux Center was running unopposed. Board Members agreed to cast the Sheldon Community School District vote for Mike McAlpine.

Motion made by: Mark Brown

Motion seconded by: Randy Merley

Voting

Unanimously Approved

**F. Approve Consolidated Accountability and Support Application (CASA)**

Superintendent Spears recommended the Board accept the Mentoring & Induction Plan, the TAG Cover Sheet, and the TAG Program plan as presented in accordance with the Consolidated Accountability and Support Application (CASA).

Motion made by: Mark Brown

Motion seconded by: Randy Merley

Voting

Unanimously Approved

**G. Adopt 2017-18 Lau Plan**

Superintendent Spears recommended the Board adopt the 2017-18 LAU Plan as presented.

Motion made by: Randy Merley

Motion seconded by: Susan Rensink

Voting

Unanimously Approved

**H. Authorize Disposition of School Property**

Superintendent Spears recommended the Board authorize the school district to conduct a garage sale to dispose of school district equipment on Saturday, September 23, 2017 from 9:00-11:00 a.m.

Motion made by: Randy Merley

Motion seconded by: Jessica Brink

Voting

Unanimously Approved

**IX. ANNOUNCEMENTS**

- A. IASB Board Member Orientation - Tuesday, October 10, 2017, 6:00-8:30 p.m., Sheldon
- B. IASB Employee Relations Conference, Tuesday, Oct. 17, 2017, Altoona, IA
- C. IASB Annual Convention, Nov. 15-16, 2017, Des Moines, IA
- D. IASB Day on the Hill, Tuesday, January 30, 2018, Des Moines
- E. NSBA National Conference, April 7-9, 2018, San Antonio, TX
- F. IASB Policy Leadership and Legal Issues, Thursday, April 12, 2018, Altoona
- G. IASB Fiscal Management Conference, Wednesday, July 18, 2018, Ames

**X. ADJOURN**

There being no further business, Board President Kecia Hickman called for a motion to adjourn. Meeting adjourned at 7:28 PM.

Motion made by: Randy Merley

Motion seconded by: Jessica Brink

Voting

Unanimously Approved

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Chairperson

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Secretary