

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 5:30 PM, Board Secretary LaDonn Hartzell called the Organizational Meeting to order with the following members present: Jessica Brink, Mark Brown, Kecia Hickman, Susan Rensink and Lori Richards. Superintendent Robin Spears and Board Secretary/Business Manager LaDonn Hartzell were also present. Administrators Present: Sherrie Zeutenhorst, High School Principal and Jason Groendyke, Elementary Principal

Administrators Absent: Cindy Barwick, Middle School Principal and Eric Maassen, Activities Director were involved in activities and unable to attend. Cindy Barwick joined the meeting at 6:25 PM.

Press: Tom Lawrence, Iowa Information

Visitors: Jan Kinderknecht, Joan Holles, Trinity Siefkin, Angela Siefkin, Dallas Bouma, Lauren Feltman, Hannah Honkomp, Valerie Cook, Douglas Nilles, Esther Nilles, Jan Feltman

II. Approval of Agenda

Board Secretary called for a motion to approve the agenda as published.

Motion made by: Kecia Hickman

Motion seconded by: Susan Rensink

Voting

Unanimously Approved

III. Administer Oath and Elect Officers

A. Administration of Oath of Office

Board Secretary LaDonn Hartzell administered the Oath of Office to re-elected Board Member Susan Rensink and newly elected Board Member Lori Richards.

B. Election of Board President (conducted by LaDonn Hartzell)

Board Secretary called for a motion for nomination for the office of Board President. Motion by Susan Rensink to nominate Kecia Hickman for the office of Board President. The Oath of Office for Board President was administered to Kecia Hickman.

Motion made by: Susan Rensink

Motion seconded by: Jessica Brink

Voting

Unanimously Approved

C. Election of Vice President (conducted by Board President)

Board President Kecia Hickman called for a motion for nomination for the office of Board Vice-President. Motion by Mark Brown to nominate Susan Rensink for the office of Vice-President. The Oath of Office for Vice-President was administered to Susan Rensink.

Motion made by: Mark Brown

Motion seconded by: Jessica Brink

Voting

Unanimously Approved

D. Determination of date, time, location for regular School Board Meetings

Board Members discussed possible days and times for the 2017-18 regular monthly meetings. They agreed to meet the second Wednesday of each month at 5:00 PM.

Motion made by: Jessica Brink

Motion seconded by: Lori Richards

Voting

Unanimously Approved

IV. Communications

A. Citizens, Organization(s) in Attendance

1. Public Comment

None.

2. Recognition

a. Student

Board Members received student recognition items and administrators had no additional items.

b. Presentation - Middle School

Jan Kinderknecht, K-12 Librarian, was present along with middle school students who presented book trailers they created to illustrate and entice others to read their favorite books. This project is in conjunction with the Middle School Literacy Night scheduled for Tuesday, October 17.

B. Correspondence

1. "The Board" Publication

a. The Board "Your Role in Promoting Your Schools," Vol. 41, #11

b. The Board "Preparing Students for Their Future," Vol. 41, #12

2. NW AEA Board Meeting Minutes - September Board Meeting

3. Receipt of "Thank You" Cards

Board Members received a "thank you" poster from the East Elementary students in appreciation of the new playground equipment installed over the summer.

Board President called for a motion to approve all correspondence.

Motion made by: Jessica Brink

Motion seconded by: Susan Rensink

Voting

Unanimously Approved

C. Board Member Reports

Board Members will be attending the IASB Board Member Orientation meeting scheduled for Tuesday, October 10 in Sheldon.

V. Public Hearing(s)

None.

VI. Reports

A. Committee

None.

B. Special

None.

C. Administration

1. Elementary School Principal

Jason Groendyke, Elementary Principal prepared a written report for the board, and was available for questions.

2. Middle School Principal

Cindy Barwick, Middle School Principal prepared a written report for the board, but was not in attendance due to Middle School activities.

3. High School Principal

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

4. Activity Director

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

5. Superintendent

a. District/Building/Class Enrollment Information

Superintendent Spears updated the Board on 2017-18 enrollment numbers, anticipating an enrollment increase of approximately 25 students.

b. Every Student Succeeds Act Update

Superintendent Spears reviewed the Every Student Succeeds Act in Iowa (ESSA) documents, for information.

c. 2018-19 Draft School Calendar

Board Members received the first draft of the 2018-19 calendar, subject to various changes prior to the November meeting. Board Members will continue to monitor the changes in the calendar between now and December.

d. Technology Support Needs

Superintendent Spears discussed the possibility of an additional technology staff member. He mentioned the district Technology Committee should meet in October to discuss technology needs and will address the staffing issue.

e. Nurse's Report

Board Members received the September Nurse Report for information.

f. Transportation Report

Board Members received the September Transportation Report for information. Board Members inquired regarding a pep bus to Pocahontas on Friday, October 13, due to the travel distance involved for student drivers. Superintendent Spears and Eric Maassen will investigate the possibilities.

VII. Old Business

None.

VIII. New Business

A. Open Enrollment Application(s)

None.

B. Resignation(s)

Superintendent Spears recommended the Board approve the following resignations:

- Kim Petersen - MS Food Service
- Jocelyn Wollmuth - Elementary Instructional Associate
- Carla Kleinwolterink - Head Softball Coach

In addition to these resignations, Superintendent Spears shared his letter of resignation/retirement, effective 06.30.18.

Board President Kecia Hickman publicly thanked Mr. Spears for his years of service and for the timeliness of his notice of resignation, allowing the board sufficient time to conduct the search for his replacement.

Motion made by: Jessica Brink

Motion seconded by: Susan Rensink

Voting

Unanimously Approved

C. Contract(s)

None.

D. Designate District Publication Newspaper For 2017-18

Superintendent Spears recommended the Board designate the Sheldon Mail-Sun and the Northwest Iowa Review as the district publication newspapers for the 2017-18 school year.

Motion made by: Jessica Brink

Motion seconded by: Mark Brown

Voting

Unanimously Approved

E. Appoint Legal Counsel For 2017-18

Superintendent Spears recommended the Board designate Tom Whorley and the law firm of Whorley Heidman Law Firm as legal counsel for the Sheldon Community School District for the 2017-18 school year.

Motion made by: Susan Rensink

Motion seconded by: Jessica Brink

Voting

Unanimously Approved

F. Name Depository Banks and Pledging of Assets

Superintendent Spears recommended the Board adopt the following resolution:

RESOLUTION NAMING DEPOSITORIES

RESOLVED, that the Sheldon Community Board of Education of the Sheldon Community School District, in O'Brien, Sioux, Lyon, and Osceola Counties, Iowa, approve the list of financial institutions to be depositories of the Sheldon Community School District funds in amounts not to exceed the maximum approved for each respective financial institution as set out below:

<u>Depository Name</u>	<u>Location of Financial Institution</u>	<u>Maximum Balance in Effect Under this Resolution</u>
Citizens State Bank	Sheldon, IA	\$4,000,000
Northwestern Bank	Sheldon, IA	\$4,000,000
Iowa State Bank	Sheldon, IA	\$4,000,000
Ashton State Bank	Ashton, IA	\$4,000,000
Peoples Bank	Sheldon, IA	\$4,000,000

Motion made by: Susan Rensink

Motion seconded by: Jessica Brink

Voting

Unanimously Approved

G. Appoint Board Members to O'Brien and Sioux County Conference Boards

Board Members appointed the following Board Members to the County Conference Boards for 2017-18:

Kecia Hickman--Sioux County Conference Board

Mark Brown--O'Brien County Conference Board

Motion made by: Jessica Brink

Motion seconded by: Susan Rensink

Voting

Unanimously Approved

H. Designate Board Member Representative for the Sheldon Education Foundation

The Board appointed Susan Rensink to serve as the Board representative on the Sheldon Education Foundation Board for 2017-18.

Motion made by: Mark Brown

Motion seconded by: Jessica Brink

Voting

Unanimously Approved

I. Approve Transportation Agreement Between Head Start and the Sheldon Community School District

Superintendent Spears recommended the Board approve the transportation agreement between Sheldon Community School District and Upper Des Moines Opportunity (Head Start) for the 2017-18 school year.

Motion made by: Susan Rensink

Motion seconded by: Jessica Brink

Voting

Unanimously Approved

J. Consider Donating Revenues from District Garage Sale to Sheldon 4 Sheldon Fundraising Effort

Superintendent Spears recommended the Board consider donating the proceeds of \$656 from the district garage sale to the Sheldon 4 Sheldon project. (Sheldon, TX experienced extreme devastation from Hurricane Harvey in September.)

Motion made by: Jessica Brink

Motion seconded by: Lori Richards

Voting

Unanimously Approved

K. Approve LEP Allowable Cost Application

Superintendent Spears recommended the Board authorize him to submit the LEP Allowable Cost Application for \$5,376.95 which is the amount of FY17 expenditures in excess of the revenue received for the English Language program.

Motion made by: Mark Brown

Motion seconded by: Susan Rensink

Voting

Unanimously Approved

L. American Education Week Proclamation

Superintendent Spears recommended the Board adopt the following proclamation honoring American Education Week November 13-17, 2017.

WHEREAS, public schools are the backbone of our democracy, providing young people with the tools they need to maintain our nation’s precious values of freedom, civility, and equality; and

WHEREAS, by equipping young Americans with both practical skills and broader intellectual abilities, schools give them hope for, and access to, a productive future; and

WHEREAS, education employees – be they custodians or teachers, bus drivers or librarians – work tirelessly to serve our children and communities with care and professionalism; and

WHEREAS, schools are community linchpins, bringing together adults and children, educators and volunteers, business leaders and elected officials in a common enterprise;

NOW, THEREFORE, We do hereby proclaim November 13-17, 2017, as the annual observance of American Education Week in our community.

Motion made by: Jessica Brink

Motion seconded by: Susan Rensink

Voting

Unanimously Approved

M. Board Policy Review – Policies 700 Thru 704.21 and Policies 712 & 503.4R1

Board Members reviewed the following Board Policies for first reading:

700	Purpose of Non-instructional and Business Services
701	Financial Accounting System
701.1	Depository of Funds
701.2	Transfer of Funds
701.3	Financial Records
701.4	Governmental Accounting Practices and Regulations
701.5	Disaster Recovery Plan
702	Cash in School Buildings
703.1	Budget Planning
703.2	Spending Plan
703.3	General Fund Reserves
704.1	Local - State - Federal - Miscellaneous Revenue
704.2	Debt Management Policy
712	Video Cameras in School Buildings and on School Grounds
503.4R1	Eligibility Policy

Motion made by: Mark Brown

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. IASB Policy Leadership and Legal Issues, Thursday, April 12, 2018, Altoona
- F. NSBA National Conference, April 7-9, 2018, San Antonio, TX
- G. 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 6:54 PM.

Motion made by: Jessica Brink

Motion seconded by: Mark Brown

Voting

Unanimously Approved

Chairperson

Secretary