

## SHELDON COMMUNITY SCHOOL DISTRICT

### REGULAR MEETING OF THE BOARD OF EDUCATION

May 9, 2007

President Dan Van Gorp welcomed the guests, media, administration and the Board.

- I. CALL TO ORDER** – At 5:30 p.m., President Dan Van Gorp called the meeting to order. Members present: Dan Van Gorp, Gary Ihnen, Harlan Bousema, Kathy Brock, Kecia Hickman, Robin Spears and Bill Borchers. Absent: None. Visitors: Cindy Barwick, Joe Mueting, Darrell Sneiderman, Todd & Susan Huesman, Gina Woelber, Krissa Jacobsma, Mindy Albrecht, Ericka Downie, Diann & Randy Merley, Jan Sneiderman, Jo Holles, Pamela Lien, John Doely and Bekah Porter.
- II. APPROVAL OF AGENDA** –Motion by Gary Ihnen and seconded by Kathy Brock to approve the agenda. Roll call vote: Harlan Bousema, Aye; Kecia Hickman, Aye; Kathy Brock, Aye; Gary Ihnen, Aye; Dan Van Gorp, Aye. Motion carried.
- III. COMMUNICATIONS**
- A. Citizens, Organization(s) in Attendance
1. Public Comment – None
  2. Recognition
    - a. Students – High School: Anna Sciegenka participated in the Governor’s Scholar Recognition Ceremony and Reception on Sunday, April 29 in Hy-Vee Hall at the Iowa Events Center in Des Moines. As the #1 student in the senior class, Anna also participated in “Best of the Class” sponsored by KCAU TV in Sioux City. Special Olympics: Christina Lambertus earned 4<sup>th</sup> place in the softball throw and the standing long jump. Cassie Lambertus earned first place in the softball throw and the standing long jump, and will advance to state on May 17.
    - b. School Board - The week of May 13-19, 2007 is School Board Appreciation Week. Superintendent Spears presented certificates to each Board Member, and thanked them for their service on the Board. There will be refreshments during the break in honor of the Board Members.
- B. Correspondence
1. The Board
    - a. “Recognizing Change That Improves Student Learning,” Volume 31, Number 1 was included in the Board Packet.
    2. Northwest AEA Board Briefs, from the April 16, 2007 meeting, were included in the Board Packet.
    3. Thank You Cards-none
- C. Board Member Reports - none
- Motion by Gary Ihnen and seconded by Harlan Bousema to accept the correspondence as part of the official Board minutes. Roll call vote: Kecia Hickman, Aye; Kathy Brock, Aye; Harlan Bousema, Aye; Gary Ihnen, Aye; Dan Van Gorp, Aye. Motion carried.

### IV. APPROVAL OF

- A. Minutes of Past Meetings –Motion by Gary Ihnen and seconded by Kathy Brock to approve the minutes. Roll call vote: Harlan Bousema, Aye; Kecia Hickman, Aye; Kathy Brock, Aye; Gary Ihnen, Aye; Dan Van Gorp, Aye. Motion carried.
- B. Financial Report – Motion by Gary Ihnen and seconded by Kecia Hickman to approve the financial report. Roll call vote: Kathy Brock, Aye; Harlan Bousema, Aye; Kecia Hickman, Aye; Gary Ihnen, Aye; Dan Van Gorp, Aye. Motion carried.
- C. Summary List of Bills – Harlan Bousema reviewed the bills. Motion by Harlan Bousema and seconded by Kathy Brock to approve the List of Bills. Roll Call vote: Gary Ihnen, Aye; Kecia Hickman, Aye; Kathy Brock, Aye; Harlan Bousema, Aye; Dan Van Gorp, Aye. Motion carried.

**V. PUBLIC HEARING – none.**

**VI. REPORTS**

A. Committee – None

B. Special -

1. Report on Midwest Symposium for Leadership in Behavior Disorders - This symposium was attended by Mary Kay Todd and Jay Joersz. Mary Kay and Jay discussed the types of behavior problems they are seeing, and the methods to handle the problems.
2. 2007-08 Staffing - Superintendent Spears reviewed the meeting that was held at East Elementary on Monday, May 7, 2007 concerning the proposed staffing options. Superintendent Spears explained the staffing options to the Board. The Board discussion follows: Gary Ihnen-asked principals if they had anything to add, and also asked why it took so long to come up with these options. The principals responded to Gary Ihnen's questions. Kathy Brock-asked what effect will the reduction of positions have in the classroom. Harlan Bousema-feels that the Union and the District need to agree on settlements matching new money. Kecia Hickman-questioned how having the computers integrated with guidance will work. Dan Van Gorp-questioned which option is best? Gary Ihnen-questioned the teachers present, if they spent more for classroom supplies than in the past. Dan Van Gorp-asked what is the process to increase the Instructional Support Levy? Superintendent Spears said that the Board needs to hold a public hearing, pass a Board Resolution increasing the levy and if there is no petition for a public vote, then the levy takes effect. Kathy Brock-questioned the feelings on having an ISL passage. Kecia Hickman-doesn't make sense to cut now to three sections, when larger classes are coming. Public Comments on the 2007-08 Staffing Options follow: Ericka Downie-feels that the changes will affect the Middle School, as every year the Middle School staff switches teaching assignments, with the impact on the students, and the staff is getting frustrated. Dan Van Gorp-advocacy is appropriate, and appreciates the work the Middle School staff does. Krissa Jacobsma-Option D is alarming; she distributed an article concerning the Myths & Realities of Class Size Reduction. Feels that some of the switching will not be in the best interest of the students. Gary Ihnen-asked how do you respond to the class size reduction. Need to look at two- to three-year plan. Todd Huesman-thanked the Board and Principals for the informational meeting that was held on Monday night, May 7, 2007. Is concerned about the elimination of a 3rd Grade teacher. Would like to see more informational meetings similar to the one held Monday night. Jo Holles-said that the change is not the ideal situation. Feels that some of the Middle School teachers have changed jobs every year. Doesn't feel that the Special Education associates should be used for recess or lunchroom duty, as they could be

working with the special needs students. Susan Huesman-thanked the Board for the Monday night meeting. Has talked to parents, teachers and principals, and doesn't feel like the parents and teachers have any say in what happens. Feels that the teacher evaluation process should be looked at. Feels better communication is needed. Kathy Brock-asked if there can be any changes in how the Special Education associates are used. Gary Ihnen-frequently last minute emails or phone calls are all the Board seems to hear. Parents and teachers need to communicate more with the Board. Dan Van Gorp-thanked the visitors for attending the meeting and speaking up. Need more communication between the District Patrons and the Board. Kathy Brock-asked how the use of associates affects this plan. Motion by Gary Ihnen and seconded by Kecia Hickman to begrudgingly adopt Option D, and for next year to fill both of the 3rd grade teacher openings. Roll call vote: Harlan Bousema, Aye; Kathy Brock, Nay; Kecia Hickman, Aye; Gary Ihnen, Aye; Dan Van Gorp, Aye. Motion carried.

At 7:48 p.m. President Dan Van Gorp announced that there would be a break.

At 8:01 p.m. President Dan Van Gorp reconvened the meeting.

#### C. Administration

1. Elementary School – The Elementary School report was included in the Board Packet. Kindergarten Roundup showed 57 students for Kindergarten and 10 students for Transitional Kindergarten for next year. The Facilities Meeting went well.
2. Middle School – Mrs. Barwick reviewed her report, which was included in the Board Packet.
3. High School - Mr. Mueting reviewed his report, which was included in the Board Packet.
4. Activities Director – Mr. Sneiderman reviewed his report. He has contacted Neal Chase Lumber to have them build a combination Ticket Booth/Concession Stand to be used for the Baseball/Softball season, and then can be used at the East Gate of the Football Field. Darrell also talked about the request by Sergeant Bluff-Luton to join the Lakes Conference.
5. Superintendent -
  - a. Lakes Conference Admittance Request - This was covered by the Activities Director.
  - b. Asbestos Removal From High School Band Room - It is estimated to cost \$25,000 to remove the asbestos acoustical panels from the High School Band Room. The Superintendent will check on the cost of replacing the floor tiles.
  - c. Jim Townsend-Bleacher Re-planking Project - For no additional cost the bleacher company will replace all the understructure of the visitor side bleachers.

### VII. OLD BUSINESS

- A. 2007-08 Staff Activity Handbook - (2nd Reading) - The section about the Co-Curricular sponsor must be in school the whole day of an activity was removed. This concern will be monitored. Motion by Kathy Brock and seconded by Harlan Bousema to approve the handbook as amended. Roll Call vote: Gary Ihnen, Aye; Kecia Hickman, Aye; Harlan Bousema, Aye; Kathy Brock, Aye; Dan Van Gorp, Aye. Motion carried.
- B. 2007-08 Student Handbooks - (2nd Reading) -
  1. Elementary School Student/Parent Handbook

2. Middle School Student/Parent Handbook

3. High School Student/Parent Handbook

Motion by Gary Ihnen and seconded by Kecia Hickman to approve all three of the handbooks. Roll Call vote: Kathy Brock, Aye; Harlan Bousema, Aye; Kecia Hickman, Aye; Gary Ihnen, Aye; Dan Van Gorp, Aye. Motion carried.

- C. Board Policy Review - Policies 605.4-607.2, Education Program, and Policies 503.1 - 503.4R2, Students (2nd Reading) - Motion by Gary Ihnen and seconded by Harlan Bousema to approve these polices. Roll call vote: Kecia Hickman, Aye; Kathy Brock, Aye; Harlan Bousema, Aye; Gary Ihnen, Aye; Dan Van Gorp, Aye. Motion carried.

**VIII. NEW BUSINESS**

- A. Open Enrollment Applications - The District has received an application for Jamin Verdoorn to open enroll into the South O'Brien School District from the Sheldon School District for the 2007-08 school year as a Kindergarten student. Motion by Gary Ihnen and seconded by Kathy Brock to acknowledge receipt of this application. Roll call vote: Harlan Bousema, Aye; Kecia Hickman, Aye; Kathy Brock, Aye; Gary Ihnen, Aye; Dan Van Gorp, Aye. Motion carried.
- B. Resignations - The District has received the following resignations: Tabbatha Wolf as JV volleyball coach; Bryan Van Gelder as vocal director for 7-12 grades; Tracy Gorter as cheerleading coach; Jay Andringa as bus driver. Motion by Gary Ihnen and seconded by Kecia Hickman to accept the resignations, and thank each individual for their service to the Sheldon District. Roll call vote: Kathy Brock, Aye; Harlan Bousema, Aye; Kecia Hickman, Aye; Gary Ihnen, Aye; Dan Van Gorp, Aye. Motion carried.
- C. Contract(s) – The Superintendent recommends that the following contracts be issued:

| <u>NAME</u>    |         | <u>POSITION</u>            | <u>SALARY</u> |
|----------------|---------|----------------------------|---------------|
| Ascherl        | Matt    | 7th Grade Wrestling        | \$2,064       |
| Feekes         | Daphne  | Dance Team                 | \$1,848       |
| Fischer        | Steve   | Head Wrestling             | \$4,620       |
| Hoogers        | Michele | 7th Grade Volleyball       | \$1,848       |
| Hoogers        | Michele | Middle School Softball     | \$1,602       |
| Kleinwolterink | Leon    | Ass't Football             | \$3,080       |
| Lane-Johnson   | Lissa   | Newspaper                  | \$1,140       |
| Lane-Johnson   | Lissa   | Ass't Speech               | \$1,940       |
| Lane-Johnson   | Lissa   | Summer Drama Sponsor       | \$4,466       |
| Ogle           | Angela  | "B" Team Girls Basketball  | \$3,080       |
| Vermeer        | Matt    | 8th Grade Girls Basketball | \$2,064       |
| Wassenaar      | Erica   | 9th Grade Softball         | \$2,310       |

Motion by Kathy Brock and seconded by Harlan Bousema to issue the contracts as recommended by the Superintendent. Roll Call vote: Gary Ihnen, Aye; Kecia Hickman, Aye; Harlan Bousema, Aye; Kathy Brock, Aye; Dan Van Gorp, Aye. Motion carried.

- D. Consider Textbook Adoptions - The Middle School's request is for: 5th & 6th grade science books, 7th & 8th grade science books, 7th grade math course # 2 books, and 8th grade math course # 3 books, for a total of \$16,236.40. The High School's request is for: 9th - 12th grade Marketing books, and 9th -12th Entrepreneurship books, for a total of \$2,768.75. The Superintendent recommends approval of these requests. Motion by Kathy Brock and seconded by Harlan Bousema to approve. Roll call vote: Gary Ihnen, Aye; Kecia Hickman, Aye; Harlan Bousema, Aye; Kathy Brock, Aye; Dan Van Gorp, Aye. Motion carried.

- E. Consider Technology Purchases for Special Education Program - The Superintendent recommends the purchase of eight portable Smart Boards (\$7,999 each/\$63,992 Total), eight CPUs for the Smart Boards (approximately \$1,000 each/\$8,000 Total), and 25 classroom computers (approximately \$1,000 each/\$25,000 total) for the school district's Special Education program. The total estimated cost is \$96,992. Motion by Kathy Brock and seconded by Kecia Hickman to approve the purchases. Roll Call vote: Harlan Bousema, Aye; Gary Ihnen, Aye; Kecia Hickman, Aye; Kathy Brock, Aye; Dan Van Gorp, Aye. Motion carried.
- F. Set Summer Driver Education Teacher Compensation - The Superintendent recommends an increase of \$0.60 per hour in Driver Education Teacher Compensation from \$19.90/Hour to \$20.50/Hour for the 2007 Summer Driver Education Program. Motion by Kathy Brock to set rate at \$20.50/hour. Motion died for lack of a second. There was discussion among the Board members. Motion by Gary Ihnen and seconded by Kecia Hickman to approve the increase to \$20.50/hour. Roll Call vote: Kathy Brock, Aye; Harlan Bousema, Nay; Kecia Hickman, Aye; Gary Ihnen, Aye; Dan Van Gorp, Aye. Motion carried.
- G. Consider Purchase of Furniture for High School Library - The district has received bids from School Specialty and Iowa Prison Industries, for twelve tables and forty-eight chairs for the main floor of the High School library. School Specialty has a bid price of \$12,540 and Iowa Prison Industries had a bid price of \$12,564. The Superintendent recommends the purchase of the tables and chairs from School Specialty at a cost of \$12,540 with the purchase funded through PPEL. School Specialty also supplied a bid for the purchase of computer stations from Interior Concepts that would replace the study carrels currently in use in the High School Library. The cost of the computer stations would be \$6,295. School Specialty is the only company that supplies the Interior Concepts product. Motion by Gary Ihnen and seconded by Kathy Brock to approve the purchases as requested. Roll Call vote: Harlan Bousema, Aye; Kecia Hickman, Aye; Kathy Brock, Aye; Gary Ihnen, Aye; Dan Van Gorp, Aye. Motion carried.
- H. Set 2007-08 Substitute Teacher Pay - The Superintendent recommends setting the Sub Teacher pay at \$98.00/day. Motion by Gary Ihnen and seconded by Kathy Brock to approve the Sub Teacher Pay. Roll Call vote: Harlan Bousema, Aye; Kecia Hickman, Aye; Kathy Brock, Aye; Gary Ihnen, Aye; Dan Van Gorp, Aye. Motion carried.
- I. Authorize 2007-08 Teaching Staff Contracts - Motion by Kathy Brock and seconded by Harlan Bousema to authorize the contracts. Roll Call vote: Gary Ihnen, Aye; Kecia Hickman, Aye; Harlan Bousema, Aye; Kathy Brock, Aye; Dan Van Gorp, Aye. Motion carried.
- J. Authorize 2007-08 Co-Curricular Contracts - Motion by Kathy Brock and seconded by Kecia Hickman to authorize the contracts. Roll Call vote: Harlan Bousema, Aye; Gary Ihnen, Aye; Kecia Hickman, Aye; Kathy Brock, Aye; Dan Van Gorp, Aye. Motion carried.
- K. Approve 2007-08 Classified Staff Salary Adjustments - Motion by Gary Ihnen and seconded by Kathy Brock to approve the adjustments. Roll Call vote: Harlan Bousema, Aye; Kecia Hickman, Aye; Kathy Brock, Aye; Gary Ihnen, Aye; Dan Van Gorp, Aye. Motion carried.
- L. Approve 2007-08 Administrative Salary Adjustments - The proposed Administrative Salary Adjustments as determined by the Superintendent and Ihnen and Brock are:

| <u>POSITION</u>           | <u>2006-07</u><br><u>SALARY</u> | <u>2007-08</u><br><u>SALARY</u> | <u>INCREASE</u> |
|---------------------------|---------------------------------|---------------------------------|-----------------|
| Middle School Principal   | \$75,100                        | \$78,000                        | \$2,900.00      |
| Board Secretary/Treasurer | \$47,000                        | \$49,000                        | \$2,000.00      |

|  |           |           |            |
|--|-----------|-----------|------------|
| Elementary School Principal            | \$70,900  | \$73,800  | \$2,900.00 |
| High School Principal                  | \$81,500  | \$84,400  | \$2,900.00 |
| Director of Transportation/Maintenance | \$40,000  | \$42,400  | \$2,400.00 |
| Activities Director                    | \$66,300  | \$68,700  | \$2,400.00 |
| Superintendent                         | \$104,400 | \$108,300 | \$3,900.00 |

Motion by Kathy Brock and seconded by Gary Ihnen to approve the adjustments. Roll Call vote: Harlan Bousema, Aye; Kecia Hickman, Aye; Gary Ihnen, Aye; Kathy Brock, Aye; Dan Van Gorp, Aye. Motion carried.

- M. Designate John N. & Irene E. Bowers Scholarship Recipients - The John N. and Irene E. Bowers Scholarship Committee designates the following students to receive a scholarship in the amount of \$3,500 each: Education – Carissa Holtrop, and Kayla Van Wyk; Nursing – Kelsey Plagman, and Kimberly Rozeboom. Motion by Kathy Brock and seconded by Gary Ihnen to award the scholarships as designated by the committee. Roll Call vote: Harlan Bousema, Aye; Kecia Hickman, Aye; Gary Ihnen, Aye; Kathy Brock, Aye; Dan Van Gorp, Aye. Motion carried.
- N. Consider Requests to Attend Out-of-State Co-Curricular Activity - The first request is for the Dance Team to participate in the Just for Kix National Dance Team half-time program at the Outback Bowl on January 1, 2008. The second trip request is for the Sheldon FFA Chapter to attend the National FFA Convention in Indianapolis, Indiana October 24-27, 2007. Motion by Kathy Brock and seconded by Kecia Hickman to approve the requests. Roll Call vote: Gary Ihnen, Aye; Harlan Bousema, Aye; Kecia Hickman, Aye; Kathy Brock, Aye; Dan Van Gorp, Aye. Motion carried.
- O. Consider Approval/Authorization/Reallocation Between School Funds - The Treasurer is requesting authorization to transfer \$369,951 from the Local Option Sales Tax Fund to the Debt Service Fund for the June 1, 2007 Middle School Bonds Principal & Interest payment. The second request is to transfer \$100,000 from the Voter PPEL Fund to the General Fund in payment on the September 2006 loan used to asphalt the High School student/football/baseball/softball parking lot, and the road to, and in front of, the Transportation Building. Motion by Kathy Brock and seconded by Harlan Bousema to approve the transfers. Roll Call vote: Gary Ihnen, Aye; Kecia Hickman, Aye; Harlan Bousema, Aye; Kathy Brock, Aye; Dan Van Gorp, Aye. Motion carried.
- P. Consider Date and/or Time Change for June Board Meeting - Motion by Gary Ihnen and seconded by Harlan Bousema to move the meeting to Tuesday, June 12, 2007 at 5:30 p.m. in the High School Library. Roll Call vote: Kecia Hickman, Aye; Kathy Brock, Aye; Harlan Bousema, Aye; Gary Ihnen, Aye; Dan Van Gorp, Aye. Motion carried.

## IX. ANNOUNCEMENTS

- A. IASB School Law Conference, Tuesday, May 15, 2007, 9:00 a.m. - 4:00 p.m., Des Moines.
- B. IASB Human Resources Conference, Thursday, June 14, 2007, 9:00 a.m. – 4:00 p.m., Johnston
- C. IASB ABLE II Building Effective Board/Superintendent Relationships, Thursday, June 14, 2007, 6:00-9:00 p.m., Spencer

## X. ADJOURN

At 9:35 p.m., Motion by Gary Ihnen and seconded by Kecia Hickman to adjourn. Roll call vote: Kathy Brock, Aye; Harlan Bousema, Aye; Kecia Hickman, Aye; Gary Ihnen, Aye; Dan Van Gorp, Aye. Motion carried.