

# SHELDON COMMUNITY SCHOOL DISTRICT

## REGULAR MEETING OF THE BOARD OF EDUCATION

May 14, 2008

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, Glen Goedken, Kecia Hickman, Robin Spears and Bill Borchers. Absent: None. Visitors: Cindy Barwick, Matt Meendering, Darrell Sneiderman, Jenni McCrory, Teresa Groff, Kace Groff, Kathy Arnold, Tami Van Meeteren, Deb Haning, Marissa Maassen, Amanda Buse, Mindy Albrecht, Susan Huesman, Joan Holles, Cathy McWilliams, Laurie Pruiksmas, Jim Gude, Chad & Beth Hamill, Sherrie Zeutenhorst and Bekah Porter.

**II. APPROVAL OF AGENDA** – Motion by Gary Ihnen and seconded by Kecia Hickman to approve the agenda. Roll call vote: Harlan Bousema, Aye; Glen Goedken, Aye; Kecia Hickman, 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 - Peru Trip Participants: Jill Bomgaars, Kelsey Bruns, Christine Cain, Kaitlin Fiddelke, Becca Fischer, Samantha Goedken, Kace Groff, Rachel Hulstein, Kim Imhoff, Michael Kirschbaum, Kevin Meinecke, Tony Rodger, Sebastian Sciegenka, Keesha Simington, Samantha Skaar, Kelsey Sterk, Sam Storm and Taylor Zoelle. The following students qualified for the State Track Meet: Distance Medley - Katie Beldt, Amy Den Hartog, Christine Cain, Liz Meyer and Rachel Cain. Shot Put & Discus, Becca Fischer; Long Jump, Nick Pulscher; 3200 meters; Tyler Drenkow; Shot Put, Garrett Crowl. The girls' golf team qualified for the regional tournament which will be held on May 19<sup>th</sup> at Carroll. They placed second as a team at districts last Monday. The team members are: Samantha Behrens, Sarah Wahlstrom, (who also placed 3rd as an individual), Kelsey Bruns, Katie Knight, Jodi Kruger and Jill Bomgaars.
- b. Board of Education - School Board Recognition Week - Superintendent Spears presented each board member with a certificate and plaque in honor of their service on the Board, and also thanked them for all they do for the District.

#### B. Correspondence

1. The Board
  - a. "Look Backward to Look Forward," Volume 31, Number 24, was included in the Board Packet.
  - b. "Setting a Foundation for Ethical Behavior," Volume 32, Number 1, was included in the Board Packet.
  - c. "Ten Tips for Taming Controversial Meetings," Volume 32, Number 2, was included in the Board Packet.
2. Northwest AEA Board Briefs, from the April 21, 2008 meeting, were included in the Board Packet.
3. Thank You Cards-The District has received a Thank You card from Bethany Bousema.

- C. Board Member Reports - The Collective Bargaining bill has been vetoed by the Governor. Superintendent Spears, Gary Ihnen and Kecia Hickman attended the School Law Conference held in Des Moines. All felt that the conference had useful information. Motion by Gary Ihnen and seconded by Harlan Bousema to accept the correspondence as part of the official Board minutes. Roll call vote: Glen Goedken, Aye; Kecia Hickman, 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 Kecia Hickman to approve the minutes. Roll call vote: Harlan Bousema, Aye; Glen Goedken, Aye; Kecia Hickman, Aye; Gary Ihnen, Aye; Dan Van Gorp, Aye. Motion carried.
- B. Financial Report – Motion by Gary Ihnen and seconded by Glen Goedken to approve the financial report. Roll call vote: Harlan Bousema, Aye; Kecia Hickman, Aye; Glen Goedken, Aye; Gary Ihnen, Aye; Dan Van Gorp, Aye. Motion carried.
- C. Summary List of Bills – Gary Ihnen reviewed the bills. Motion by Gary Ihnen and seconded by Harlan Bousema to approve the List of Bills. Roll Call vote: Glen Goedken, Aye; Kecia Hickman, Aye; Harlan Bousema, Aye; Gary Ihnen, Aye; Dan Van Gorp, Aye. Motion carried.

#### **V. PUBLIC HEARING – none.**

#### **VI. REPORTS**

- A. Committee-none  
B. Special - none  
C. Administration

1. Elementary School – Mrs. McCrory reviewed her report, which was included in the Board Packet. Still adding Kindergarten students. Pre-school grant application is done & mailed. Should hear in June if we received the grant. Summer School is ready to start on May 27, 2008. The Building Project Committee met last week Monday. The co-chairmen need to finish up some of the work.
2. Middle School – Mrs. Barwick reviewed her report, which was included in the Board Packet. Had a meeting with the 4th Grade Parents last Monday night. It was a good meeting, the parents asked lot of questions. Summer School - 5 students per grade level. Will start on Tuesday, May 27, 2008. Had a track and field day today. The communication between the Middle School and High School teachers helps get the teachers ready for the students.
3. High School - Mr. Meendering reviewed his report, which was included in the Board Packet. Mr. Meendering is busy interviewing for the High School positions. The Peru trip students will receive college credit after completing course work. Cliff St. Clair and Adam Orban are busy finalizing the itinerary for the music trip to the Cotton Bowl in Dallas, TX. There are about 100 band and 50 non-band students. Will work on completing the number of chaperones after the number of students is finalized. Matt Meendering said that the Awards Day assembly went well.
4. Activities Director – Mr. Sneiderman reviewed his report. The Band & Choir did well at the State Large Group. The Spring Concerts and Elementary Music Concerts are completed, with good crowds in attendance. Girls Golf did well in the Conference meet. Track also qualified individuals for the State Track Meet. We will be hosting 4 nights of baseball state qualifications. Softball and Summer Theatre will be starting soon. There was discussion concerning a foul ball fence between the softball field and the swimming pool.

At 6:30 p.m. The Board took a break for the reception in their honor for School Board Recognition Week.

At 7:00 p.m. President Dan Van Gorp reconvened the meeting.

## **VI. REPORTS**

### **C. Administration**

#### **5. Superintendent -**

- a. Legislative Update - The IASB Action Line was distributed to the Board, guests and Press.
- b. Fire Safety Inspection Reports- The Superintendent reviewed the reports with the Board and discussed the major items on the reports.
- c. PPEL Expenditure Update - The Superintendent reviewed the expenditure plan with the Board. He is still working on establishing partnerships with local businesses and obtaining corporate sponsorship for some of the expenditures.
- d. New School Board Election Process - The Superintendent explained the options that the Board has in choosing a plan for the transition to the new election dates.
- e. SILO Revenue Estimates - With the passage of a Statewide 1 Cent Sales Tax, the District will realize an increase in the Sales Tax Revenue each year during the five year phase-in. The projections show the estimated revenue using different scenarios.
- f. Update on 403b Regulations - The District is still working on the regulations, and will need to work with the Sheldon Education Association to finalize the District's 403b Plan.
- g. Budget Amendment Hearing - The District will hold a Budget Amendment Hearing on Friday, May 23, 2008, along with the Concession Stand Bid acceptance and awarding.

## **VII. OLD BUSINESS**

- A. 2008-09 Staff Activity Handbook - (2nd Reading) - The changes, suggested at the April, 2008 meeting, have not been made. The Board wants the Staff Activity Handbook brought back at the June meeting for its second reading.
- B. 2008-09 Student Handbooks - (2nd Reading)
  1. Elementary School Student/Parent Handbook
  2. Middle School Student/Parent Handbook
  3. High School Student/Parent HandbookSome changes have been made to each handbook in the areas of participation. It was suggested to make some changes in the academic and attendance regulations in the High School handbook. Motion by Gary Ihnen and seconded by Kecia Hickman to approve the handbooks with the changes suggested. Roll Call vote: Glen Goedken, Aye; Kecia Hickman, Aye; Harlan Bousema, Aye; Gary Ihnen, Aye; Dan Van Gorp, Aye. Motion carried.
- C. Policy Review - Policies 900-905.2, School District - Community Relations, (2nd Reading) - There has been a Rental Needs Information Sheet added to the Facility Rental area. This should help with a listing of the equipment and supplies needed when the facility is rented. Motion by Gary Ihnen and seconded by Kecia Hickman to approve these polices. Roll call vote: Glen Goedken, Aye; Kecia Hickman, Aye; Harlan Bousema, Aye; Gary Ihnen, Aye; Dan Van Gorp, Aye. Motion carried.

## **VIII. NEW BUSINESS**

- A. Open Enrollment Applications - The District has received applications for Colin Heronemus to attend the Sibley-Ocheyedan District from Sheldon, and Kaylee Smith to attend the Boyden/Hull District from Sheldon. These applications are for information only, and no action is required by the Board.
- B. Resignations - The District has received letters of resignation from Steve Fischer as Head Wrestling Coach, Nicole Freeman as a Special Education Associate and Karen Wagenaar as High School Library Associate. Motion by Gary Ihnen and seconded by Glen

Goedken to accept the resignations and to thank each individual for their service to the Sheldon District. Roll call vote: Kecia Hickman, Aye; Harlan Bousema, Aye; Glen Goedken, Aye; Gary Ihnen, Aye; Dan Van Gorp, Aye. Motion carried.

- C. Contract(s) – The Superintendent recommends that the Board approve the following contracts at this time:

Ascherl	Matt	Middle School Wrestling Coach	\$2,118
Feekes	Daphne	Dance Team Sponsor	\$1,896
Fischer	Steve	Head Wrestling Coach	\$4,741
Gude	Linda	Flag Corp	\$1,043
Haverdink	Jill	9th Grade Volleyball Coach	\$2,370
Hoogers	Michele	Head Volleyball Coach	\$4,741
Kleinhesselink	Rachel	Asst. Pep Club & Cheerleaders Sponsor	\$1,359
Kleinwolterink	Leon	Ass't Football Coach	\$3,161
Kleinwolterink	Leon	Weightlifting (1/4th)	\$790
Lane-Johnson	Lissa	Summer Theatre Coach	\$4,583
Lane-Johnson	Lissa	Ass't Speech Coach	\$1,991
Meinecke	Lori	Asst. Pep Club & Cheerleaders Sponsor	\$1,359
Youngers	Erin	9th Grade Girls Basketball Coach	\$2,592

Motion by Kecia Hickman and seconded by Harlan Bousema to approve the contracts, without the contract for Steve Fischer, as he has resigned. Roll Call vote: Gary Ihnen, Aye; Glen Goedken, Aye; Harlan Bousema, Aye; Kecia Hickman, Aye; Dan Van Gorp, Aye. Motion carried.

- D. 2008-09 Educational Program Staffing - The Superintendent explained the staffing proposals. This is information only. There is no action required by the Board.
- E. Cooperative Agreement for Student Teaching with the University of Northern Iowa - Motion by Gary Ihnen and seconded by Kecia Hickman to approve the agreement. Roll Call vote: Glen Goedken, Aye; Harlan Bousema, Aye; Kecia Hickman, Aye; Gary Ihnen, Aye; Dan Van Gorp, Aye. Motion carried.
- F. Approve 2008-09 Classified Staff Salary Adjustments - As a result of the District's Negotiating Team's (Gary Ihnen, Kecia Hickman, and the Superintendent) discussions, regarding wage adjustments for school district classified staff, it is the recommendation of the Superintendent that the Board approve the following salary adjustments for the 2008-09 school year: Classified Staff: Building Principal's Secretaries & Superintendent's Secretary – \$1.00/hour increase; Instructional Associates, Clerical, and Food Service Staff – \$0.75/hour increase; Custodians – \$0.60/hour increase; Regular Route Bus Drivers – \$0.60/hour increase; Special Education/Activity Route – \$0.55/hour increase; and the School Nurse – \$7.50/day increase. Motion by Kecia Hickman and seconded by Glen Goedken to approve the adjustments. Roll Call vote: Harlan Bousema, Aye; Gary Ihnen, Aye; Glen Goedken, Aye; Kecia Hickman, Aye; Dan Van Gorp, Aye. Motion carried.
- G. Approve 2008-09 Administrative Salary Adjustments - Gary Ihnen, Kecia Hickman and Superintendent Spears met to develop an administrative salary recommendation. As a result of our discussion, the Superintendent recommends that the Board approve the following administrative salary adjustments for the 2008-09 school year.

<u>POSITION</u>	<u>2007-08 SALARY</u>	<u>2008-09 SALARY</u>	<u>INCREASE</u>
High School Principal	\$76,380	\$79,380	\$3,000
Middle School Principal	\$78,000	\$81,000	\$3,000
Elementary School Principal	\$73,800	\$76,800	\$3,000
Activities Director	\$68,700	\$70,200	\$1,500
Director of Transportation/Maintenance	\$42,400	\$44,400	\$2,000
Board Secretary/Treasurer	\$49,000	\$51,500	\$2,500
Superintendent	\$108,300	\$112,500	\$4,200

Motion by Gary Ihnen and seconded by Kecia Hickman to approve the Administrative Salary Adjustments. Roll Call vote: Glen Goedken, Aye; Harlan Bousema, Aye;

- Kecia Hickman, Aye; Gary Ihnen, Aye; Dan Van Gorp, Aye. Motion carried.
- H. Approval/Authorization/Reallocation Between School Funds - The transfer for the June 1, 2008 payment on the Middle School Bonds needs to be made between the LOST Fund and the Debt Service Fund. It will be the recommendation of the Superintendent that the Board authorize this transfer request. Motion by Gary Ihnen and seconded by Harlan Bousema to approve the transfer. Roll Call vote: Glen Goedken, Aye; Kecia Hickman, Aye; Harlan Bousema, Aye; Gary Ihnen, Aye; Dan Van Gorp, Aye. Motion carried.
- I. Consider Date And/Or Time Change for June Board Meeting - Motion by Harlan Bousema and seconded by Gary Ihnen to change the date and time to June 18, 2008 at 5:30 p.m. in the High School Library. Roll Call vote: Glen Goedken, Aye; Kecia Hickman, Aye; Gary Ihnen, Aye; Harlan Bousema, Aye; Dan Van Gorp, Aye. Motion carried.
- J. Board Policy Review - Policies 503.4R2 and 604.10 (1st Reading) - Motion by Kecia Hickman and seconded by Harlan Bousema to approve these policies and pass them to their second reading. Roll Call vote: Gary Ihnen, Aye; Glen Goedken, Aye; Harlan Bousema, Aye; Kecia Hickman, Aye; Dan Van Gorp, Aye. Motion carried.

## **IX. ANNOUNCEMENTS**

- A. IASB District #1 Meeting, Tuesday, June 3, 2008, 6:00-9:00 p.m., Sheldon Middle School.
- B. IASB Human Resources Conference, Thursday, June 12, 2008, 9:00 a.m. – 5:00 p.m., Johnston

## **X. ADJOURN**

At 8:12 p.m., Motion by Gary Ihnen and seconded by Glen Goedken to adjourn. Roll call vote: Kecia Hickman, Aye; Harlan Bousema, Aye; Glen Goedken, Aye; Gary Ihnen, Aye; Dan Van Gorp, Aye. Motion carried.

Closed Session:

Superintendent Evaluation – Closed Session pursuant to Iowa Code 21.5(1i) – to evaluate the professional competency of an individual whose appointment, hiring, performance or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session.

At 8:15 p.m. motion by Gary Ihnen and seconded by Glen Goedken to go into closed session. Roll Call vote: Kecia Hickman, Aye; Harlan Bousema, Aye; Glen Goedken, Aye; Gary Ihnen, Aye; Dan Van Gorp, Aye. Motion carried.

At 9:34 p.m. motion by Gary Ihnen and seconded by Harlan Bousema to come out of closed session. Roll Call vote: Glen Goedken, Aye; Kecia Hickman, Aye; Harlan Bousema, Aye; Gary Ihnen, Aye; Dan Van Gorp, Aye. Motion carried.

At 9:34 p.m. the Board members went home.