

SHELDON COMMUNITY SCHOOL DISTRICT

REGULAR MEETING OF THE BOARD OF EDUCATION

February 9, 2011

- I. CALL TO ORDER** – At 6:01 p.m., President Gary Ihnen called the meeting to order. Members present: Gary Ihnen, Glen Goedken, Kecia Hickman, Randy Merley, Susan Rensink, Robin Spears and Bill Borchers. Absent: None. Visitors: Matt Meendering, Cindy Barwick, Tanya Langholdt, Darrell Sneiderman, Steve Holles, Pam Bormann, Frank Luepke and Renee Wielenga.
President Ihnen welcomed the media, administration and the Board.
- II. APPROVAL OF AGENDA** –Superintendent Spears said there were no changes to the agenda. Motion by Glen Goedken and seconded by Susan Rensink to approve the agenda. Roll call vote: Randy Merley, Aye; Kecia Hickman, Aye; Susan Rensink, Aye; Glen Goedken, Aye; Gary Ihnen, Aye. Motion carried.
- III. COMMUNICATIONS**
- A. Citizens, Organization(s) in Attendance
1. Public Comment – none.
 2. Recognition
 - a. Students - Middle School: **7th Grade Girls' Basketball** – Anna Marie Fjeld, Emma Van Meeteren, Ana Rubio, Macy Jacobsma, Ashley Allard, Alyssa Kavanagh, Kayla Van Meeteren, Haley Jungers, Jocelyn Holtrop, Sydney Naber, Allyson Whipple, Lexi Ackerman, Zoey Russell, MaKayla Johnson, Bayleigh Jensen, Allison Johnson, Mattie Kruger, Sarah Cain, Jessica Karolczak, Kristi Renken, Arajean DeYoung (mgr.), Anna Schwarz (mgr.) and Sierra Merley (mgr.).
8th Grade Girls' Basketball - Rachel Abele, Katryna Bart (St. Pat's), Emma Beahler, Kelsey Den Hartog, Rosa Gude, Lexy Hindt, Emily Johnson, Sami Kleinwolterink, Kaci Kruger (St. Pat's), Traci Langfitt, Abbie Meendering, Brittany Pomerence, Katie Storm, Jena Van Marel and Justine Wollmuth.
Wrestling - Dustyn Bergstrom, Devan Fox, Treston Klein, Colby Kleinhesselink, Brode Leth, Andrew Provost, Trevor Smith, Travis Sterler, Mark Ahlers, Jacob Andringa, Mark Baker, Trevor Fiddelke, Bryce Fisher, Dustin Freeman, Darin Greenfield, Branden Heitritter, Todd Helmers, Aaron Holtrop, Josh Jager, Connor Klatt, Brett Koerselman, Ryan Lode, Trevor Mayer, Jesse Meendering, Dylan Monen, Cale Roelofsen, Blake Roetman, Alex Strouth, Lucas Strouth, Max Tolk, Alex Vazquez and Managers: Bizzy Feekes, Daryan Prescott, Daulton Mouw, Jesus Rodriguez, Jacob Sandholm. High School: Kelly Van Wyk - was named National Merit Finalist.
 - b. Student Presentation - The Board went to the High School Auditorium to see the presentations by two speech groups. Mrs. Grant and Lisa Lane-Johnson introduced the groups. **All State Performers-Musical Theatre** - “American Idiots” featuring Chris Blankers, Rachel Cain, Alex Dykstra, Jackie Klein, Kori Kruger and Joe Kuiper. All State Non-Performers - **Ensemble Acting** featuring Kori Kruger, Jeanna Kruger and Alesha Pulscher. **Group Improv** - featuring Chris Blankers, Ben Meendering and Jamison Van't Hul.
- B. Correspondence
1. **The Board**
 - a. “Five Questions To Ask Before Making An Important Decision”, Volume 34, Number 19 was included in the Board Packet.

- b. "Attracting And Keeping Leadership Talent", Volume 34, Number 20 was included in the Board Packet.
2. Northwest AEA Board Briefs - Minutes from the January 24, 2011 meeting.
3. Thank You Cards - The District has received no "Thank You Cards" since the last Board Meeting.

Motion by Glen Goedken and Randy Merley to accept the Recognition and Correspondence as part of the official Board minutes. Roll call vote: Kecia Hickman, Aye; Susan Rensink, Aye; Randy Merley, Aye; Glen Goedken, Aye; Gary Ihnen, Aye. Motion carried.

VI. REPORTS

B. Special

1. School District Independent Audit Report for FY10 - Pam Bormann, Audit Manager, from the State Auditor's Office was present at the meeting, and reviewed the report with the Board. The District received an A-. Glen Goedken questioned the unclaimed property. Superintendent Spears explained that these were paychecks and vendor checks from prior years that have not been cashed. The employees have been contacted, and stated that they don't remember receiving the checks, and if they were in envelopes, they probably disposed of the envelope.

III. COMMUNICATIONS

- C. Board Member Reports - The Board discussed "the 90/90/90 Schools; A Case Study" Article.

IV. APPROVAL OF

- A. Minutes of Past Meetings – Motion by Glen Goedken and seconded by Susan Rensink to approve the minutes. Roll Call: Randy Merley, Aye; Kecia Hickman, Aye; Susan Rensink, Aye; Glen Goedken, Aye; Gary Ihnen, Aye. Motion carried.
- B. Financial Report – Motion by Glen Goedken and seconded by Susan Rensink to approve the financial report. Roll call vote: Randy Merley, Aye; Kecia Hickman, Aye; Susan Rensink, Aye; Glen Goedken, Aye; Gary Ihnen, Aye. Motion carried.
Superintendent updated the Board on the status of the Budget Monitoring Report.
- C. Summary List of Bills – Glen Goedken reviewed the bills. Motion by Glen Goedken and seconded by Randy Merley to approve the bills for payment. Roll Call vote: Kecia Hickman, Aye; Susan Rensink, Aye; Randy Merley, Aye; Glen Goedken, Aye; Gary Ihnen, Aye. Motion carried.

V. PUBLIC HEARING - None

VI. REPORTS

- A. Committee - None
- B. Special - None
- C. Administration
 1. Elementary School – Ms. Langholdt reviewed her report.
 2. Middle School – Mrs. Barwick reviewed her report.
 3. High School - Mr. Meendering reviewed his report.
 4. Activities Director – Mr. Sneiderman reviewed his report.

At 7:50 p.m. President Ihnen said there would be a short break.

At 8:00 p.m. President Ihnen reconvened the meeting.

5. Superintendent -

- a. PPEL Expenditure Plan -Superintendent Spears reviewed the list of projects. The Superintendent has the authority to approve the completion of projects with a cost of less than \$10,000, and all projects more than \$10,000 will have comparative costs and will be approved by the Board. Talked about security cameras in the buildings.
- b. Technology Software/Hardware Needs Update - The Superintendent reviewed the needs for the District. There is \$100,000 in the Instructional Support Levy (ISL) for equipment.
- c. At-Risk Allowable Growth Budget Application Update - The Budget has been approved by the State. There are some items that will need to be tweaked.
- d. Preliminary FY12 Financial Information - The Superintendent reviewed the preliminary Aid & Levy Worksheet with the Board. Hopefully the Legislature makes a decision concerning the Allowable Growth percentage soon, so the Aid & Levy Worksheet can be computed using an allowable growth percentage other than zero.
- e. Insurance Rates - The District has received the proposed health insurance rates for FY12. The rates increased substantially, with the \$500 Deductible plan increasing 32%, and both the \$1,000 and \$1,500 Deductible plans increasing 33 %.

VII. OLD BUSINESS -

- A. Board Policy Review - Policies 211 Thru 218, Board Of Directors – (2nd Reading) -
 1. 700 Purpose of Non-instructional and Business Services
 2. 701 Financial Accounting System
 3. 701.1 Depository of Funds
 4. 701.2 Transfer of Funds
 5. 701.3 Financial Records
 6. 702 Cash in School Buildings
 7. 703.1 Budget Planning
 8. 703.2 Spending Plan
 9. 704.1 Local - State - Federal - Miscellaneous Revenue
 10. 704.2 Sale of Bonds
 11. 704.3 Investments
 12. 704.4 Gifts - Grants - Bequests
 13. 704.5 Student Activities Fund
 14. 705.1 Purchasing - Bidding
 15. 705.2 Purchasing on Behalf of Employees
 16. 705.3 Payment for Goods and Services
 17. 706.1 Payroll Periods
 18. 706.2 Payroll Deductions
 19. 706.3 Pay Deductions
 20. 706.3R1 Pay Deduction Regulation

Motion by Randy Merley and seconded by Kecia Hickman to approve these policies.
 Roll Call vote: Susan Rensink, Aye; Glen Goedken, Aye; Kecia Hickman, Aye;
 Randy Merley, Aye; Gary Ihnen, Aye. Motion carried.

VIII. NEW BUSINESS

- A. OPEN ENROLLMENT APPLICATIONS - The District has received applications for Brayden Pomerence to open enroll from the George Little Rock District into the Sheldon District and for Jesse Van Kalsbeek to open enroll from the Sheldon District into the MOC-Floyd Valley District. Motion by Glen Goedken and seconded by Kecia Hickman to approve the application. Roll Call vote: Randy Merley, Aye; Susan Rensink, Aye; Kecia Hickman, Aye; Glen Goedken, Aye; Gary Ihnen, Aye. Motion carried.

- B. RESIGNATIONS - The District has received letters of resignation from Erica Wassenaar for her 9th Grade Softball Coaching position and from Larie De Groot for her Head Softball Coach position. The Superintendent recommends accepting the resignation of Erica Wassenaar and also accepting the resignation of Larie De Groot with the contingency that the District is able to fill the position with a suitable replacement. Motion by Randy Merley and seconded by Glen Goedken to accept the resignations, with the contingency for Larie De Groot's position. Roll Call vote: Kecia Hickman, Aye; Susan Rensink, Aye; Glen Goedken, Aye; Randy Merley, Aye; Gary Ihnen, Aye. Motion carried.
- C. CONTRACT(S) – The Superintendent recommends that the following contracts be issued: Jan Sneiderman - HS Girl's Golf Coach - \$3,208 and Gene Bomgaars - HS Boy's Golf Coach - \$3,208. Motion by Randy Merley and seconded by Glen Goedken to approve these contracts. Roll Call vote: Kecia Hickman, Aye; Susan Rensink, Aye; Glen Goedken, Aye; Randy Merley, Aye; Gary Ihnen, Aye. Motion carried.
- D. DESIGNATE INDEPENDENT AUDITOR FOR FY11 - The Superintendent recommends that the State Auditor be used to conduct the audit for the District's FY11 financial records. Motion by Glen Goedken and seconded by Kecia Hickman to follow the Superintendent's recommendation. Roll Call vote: Randy Merley, Aye; Susan Rensink, Aye; Kecia Hickman, Aye; Glen Goedken, Aye; Gary Ihnen, Aye. Motion carried.
- E. RESOLUTION TO AUTHORIZE THE SALE AND ISSUANCE OF GENERAL OBLIGATION SCHOOL CAPITAL LOAN NOTES – Included in the Board packet is documentation regarding the resolution to authorize the sale and issuance of \$515,000 General Obligation School Capital Loan Notes and the debt service schedule for the loan. This resolution will allow for the financing of the track project for the summer of 2011. It is the recommendation that the Board adopt the resolution as presented. Motion by Randy Merley and seconded by Glen Goedken to adopt this resolution. Roll Call vote: Kecia Hickman, Aye; Susan Rensink, Aye; Glen Goedken, Aye; Randy Merley, Aye; Gary Ihnen, Aye. Motion carried.
- F. CONSIDER GYM FLOOR MAINTENANCE CONTRACT WITH PHILLIPS' FLOORS, INC. – Included in the Board packet is a copy of a maintenance contract between Phillips' Floors, Inc. and the Sheldon Community School District for finishing the High School and Middle School Gym floors each summer. The district had a maintenance contract with Phillips' Floors which has expired. The primary decision that the district needs to make is whether to move forward with a three year or a five year contract. The Board will need to take action on this item if we want to continue to utilize the services of Phillips' Floors to do the maintenance work on our gym floors. Motion by Glen Goedken and seconded by Susan Rensink to approve a 5-year contract with Phillip's Floors, Inc. Roll Call vote: Randy Merley, Aye; Kecia Hickman, Aye; Susan Rensink, Aye; Glen Goedken, Aye; Gary Ihnen, Aye. Motion carried.
- G. CONSIDER STUDENT DISCIPLINE RECOMMENDATION – There is a student, who, along with his parents, has voluntarily entered into an agreement with the Sheldon Community School District for an expulsion from school. Per the agreement, the Superintendent is making the following recommendations:
 It is the recommendation of the Superintendent that the Board expel Student "J" from school for the remainder of the second semester of the 2010-11 school year.
 Motion by Kecia Hickman and seconded by Glen Goedken to approve the Superintendent's recommendation. Roll Call vote: Randy Merley, Aye; Susan Rensink, Aye; Glen Goedken, Aye; Kecia Hickman, Aye; Gary Ihnen, Aye. Motion carried.
- H. BOARD POLICY REVIEW (1ST READING) - Policies 707.1 thru 711.8, Non-Instructional Operations & Business Services – Included in the Board packet are copies of Policies 707.1 thru 711.8, Board of Directors. Please note that Board Policy 707.6 – Fiduciary Responsibilities is a new policy. There are no recommended

changes in the policies listed in items 1-21. The Board will have an opportunity to discuss these policies during the meeting on Wednesday.

1. 707.1 Secretary's Reports
2. 707.2 Treasurer's Annual Report
3. 707.3 Publication of Financial Reports
4. 707.4 Audit
5. 707.5 Internal Controls
6. 707.5R1 Internal Controls Procedures
7. 707.6 Fiduciary Responsibility (**New Policy**)
8. 708 Care, Maintenance and Disposal of School District Records
9. 709 Insurance Program
10. 710.1 School Food Program
11. 710.2 Free or Reduced Cost Meals Eligibility
12. 710.3 Vending Machines
13. 711.1 Student School Transportation Eligibility
14. 711.2 Student Conduct On School Transportation
15. 711.2R1 Student Conduct on School Transportation Regulation
16. 711.3 Student Transportation for Extracurricular Activities
17. 711.4 Summer School Program Transportation Service
18. 711.5 Transportation of Nonresident and Nonpublic School Students
19. 711.6 Transportation of Nonschool Groups
20. 711.7 School Bus Safety Instruction
21. 711.8 Transportation in Inclement Weather

Motion by Glen Goedken and seconded by Susan Rensink to approve these policies and pass them to their second reading. Roll Call vote: Randy Merley, Aye; Kecia Hickman, Aye; Susan Rensink, Aye; Glen Goedken, Aye; Gary Ihnen, Aye. Motion carried.

IX. ANNOUNCEMENTS-

A. IASB Lobby Days - March 8 and April 12.

The Superintendent distributed a listing of Spring 2011 dates furnished by IASB

X. ADJOURN

At 8:47 p.m., Motion by Kecia Hickman and seconded by Randy Merley to adjourn. Roll call vote: Susan Rensink, Aye; Glen Goedken, Aye; Randy Merley, Aye; Kecia Hickman, Aye; Gary Ihnen, Aye. Motion carried.

Enter closed session as provided in Chapter 20, Section 20.17 (3) of the Iowa Code to conduct a strategy meeting of a public employer concerning the employees covered by a collective bargaining agreement.

At 8:51 p.m. the Board went into closed session.

At 9:54 p.m. the Board came out of closed session and left.