

**SHELDON COMMUNITY SCHOOL DISTRICT**

**SHELDON, IOWA**

**ORGANIZATIONAL MEETING OF THE NEW BOARD OF EDUCATION**

**October 12, 2011**

- I. CALL TO ORDER** – At 6:14 p.m., Secretary Bill Borchers called the meeting to order. Members present: Kecia Hickman, Gary Ihnen, Glen Goedken, Susan Rensink, Robin Spears and Bill Borchers. Absent: Randy Merley. Visitors: Mike Niece, Cindy Barwick, Tanya Langholdt, Matt Meendering, Joan Whitsell, Amanda De Groot, Steve Holles, Carla Kleinwolterink, Gina Woelber, Frank Luepke and Allison Suesse.
- II. APPROVAL OF AGENDA** –Motion by Susan Rensink and seconded by Gary Ihnen to approve. Roll Call vote: Kecia Hickman, Aye; Susan Rensink, Aye; Glen Goedken, Aye; Gary Ihnen, Aye. All present voted Aye. Motion carried.
- III. ADMINISTER OATH AND ELECT OFFICERS**
- A. Administer Oath of Office – Bill Borchers administered the oath of office to Kecia Hickman, Gary Ihnen and Glen Goedken.
- B. Election of Board President – Bill Borchers conducted the election. Gary Ihnen was elected President. Bill Borchers administered the Oath of Office.
- C. Election of Vice President – Gary Ihnen conducted the election. Kecia Hickman was elected Vice President. Bill Borchers administered the Oath of Office.
- D. Determination of date, time, and location for regular School Board Meetings - Motion by Glen Goedken and seconded by Susan Rensink to have the regular School Board Meetings on the second Wednesday, at 6:00 p.m. in the High School Library. Roll Call vote: Kecia Hickman, Aye; Susan Rensink, Aye; Glen Goedken, Aye; Gary Ihnen, Aye. All present voted Aye. Motion carried.
- IV. COMMUNICATION**
- A. Citizens, Organization(s) in Attendance
1. Public Comment – None.
  2. Recognition-Student Recognition – Middle School: **7<sup>th</sup>/8<sup>th</sup> Grade Band Members** Grant Beahler, Nick Bomgaars, Sarah Cain (St. Pat’s), Alec DeKok, Noah DeKok, Bizzy Feekes, Anna Marie Fjeld, Devan Fox, Braily Grant, Bryn Groff, Bayleigh Iedema, Allison Johnson, Ian Jongewaard, Haley Jungers, Jessica Karolczak (St. Pat’s), Wyatt Klaahsen, Colby Kleinhesselink, Jake Korver, Alex Kraft, Cody Lewchuk, Karl Lichty, Taylor Lien, Skyler Madsen, Mallory McQueen, Wyatt Meendering, Logan Merley, Gillian Mohn, Sydney Naber, Laura Nilles (St. Pat’s), Parker Nissen, Kyle Peterson, Andrew Provost, Payton Radke, Jon Rozeboom, Devan Schaeffer, Dominique Serrano, Kyla Stallmann, Kelsey Van Drie, Emma Van Meeteren, Kayla Van Meeteren, Libby Ven Huizen, Kaitlyn Vote, Haley Wagenaar, Sam Wagner, Joe Weppler, Brandon Winkel (St. Pat’s), Kylie Winkel and Holly Wolf. **Northwest Iowa Honor Band Audition Students** - Emma Van Meeteren-Flute, Laura Nilles-Flute, Haley Wagenaar-Flute, Jessica Karolczak-Clarinet, Logan Merley-French Horn, Libby Ven Huizen-

French Horn and Noah DeKok-Tuba. The auditions are October 15<sup>th</sup> with the concert November 5<sup>th</sup>. **Magazine Sales - Limo Lunch Members:** Karl Lichty, Bailey Elgersma, Dominique Serrano, Bayleigh Iedema, Arajean De Young, Tanner Popkes, Trevor Ferguson, Tyler Merley, Cheyenne Palmer, Ryan Van Marel, Gage Bassett, Emma Van Meeteren, Kyla Stallman, Anna Schwarz, Holly Wolf, Austin Theis, . Alex Kraft, Alex Albrecht, Madison Uhl, Kelsey Van Aalsburg, Alexa Vanden Hull. Tayler Weber, Nicole Johnson, Katie Wagner, Bryn Groff, Jenna Stegeman, and Noah DeKok.

B. Correspondence

1. Northwest AEA Board Meeting Minutes - September 19, 2011 meeting minutes were included in the Board Packet.
2. Receipt of "Thank You" Cards - The District has received Thank You cards from the family of Chris Oberg, and the East Elementary Staff.

C. Board Members Reports –

1. IASB ABLE I – Orientation to Governance – Kecia Hickman, Susan Rensink, Glen Goedken and Superintendent Spears attended. Superintendent Spears said IASB likes to have meetings in Sheldon. Kecia Hickman said you always learn more, and Susan Rensink said the meeting was very interesting.
2. IASB Employer Relations Conference – Gary Ihnen and Superintendent Spears attended. It was interesting to see the impact that the economy has had on collective bargaining. Felt it was a good conference, lots of topics dealing with employee relations. Always gain something.

Motion by Kecia Hickman and seconded by Glen Goedken to accept the correspondence and recognition as part of the official Board Minutes. Roll Call vote: Susan Rensink, Aye; Glen Goedken, Aye; Kecia Hickman, Aye; Gary Ihnen, Aye. Motion carried.

V. **PUBLIC HEARING** – None

VI. **REPORTS**

A. Committee – none

B. Special – Joan Whitsell, Amanda De Groot, Gina Woelber and Carla Kleinwolterink presented a report on the technology conference that they attended in Philadelphia this summer. Ihnen thanked them for taking the time from their summer to attend this meeting.

C. Administrators

1. Elementary School – MS. Langholdt reviewed her report. Talked about the After School Program.
2. Middle School – Mrs. Barwick reviewed her report.
3. High School – Mr. Meendering reviewed his report.
4. Activities Director - Mr. Niece reviewed his report. He thanked all the public volunteers that had helped during the football and volleyball seasons.

At 7:35 p.m. President Ihnen announced that there would be a short break.

At 7:50 p.m. President Ihnen reconvened the meeting.

5. Superintendent

- a. District/Building/Grade Level Enrollment Information - Superintendent Spears

- reviewed the numbers with the Board.
- b. Preliminary Independent Audit Update – Superintendent Spears updated the Board on the conclusion of the audit, and the preliminary results.
- c. Education Jobs Fund Program Update – Superintendent Spears updated the Board on the usage of these funds during FY12.
- d. 2012-13 School Calendar – Superintendent Spears will take the ideas to the District Leadership Team at their meeting in November, and hopes to have a calendar proposal for the December Board Meeting.
- e. SAI Executive Leaders – Superintendent Spears is a member of this Board. It previously was called the City Superintendents of IA. He explained the purpose of the Board and when they meet.
- f. State Of Iowa Education Improvement Blueprint – A copy of the blueprint was included in the Board Packet.
- g. School Improvement – The Quality Planning Book – A copy was distributed to the Board. The book has been updated.

**VII. OLD BUSINESS -**

- A. Approve Negotiated Contract Between Sheldon Education Association and the Sheldon Community School District – Motion by Kecia Hickman and seconded by Glen Goedken to approve the contract. Roll Call vote: Susan Rensink, Aye; Glen Goedken, Aye; Kecia Hickman, Aye; Gary Ihnen, Aye. Motion carried.

**VIII. NEW BUSINESS**

- A. Open Enrollment – none.
- B. Resignations – none.
- C. Contracts – Richard Martin as a sub bus driver. Motion by Susan Rensink and seconded by Kecia Hickman to approve. Roll Call vote: Glen Goedken, Aye; Kecia Hickman, Aye; Susan Rensink, Aye; Gary Ihnen, Aye. Motion carried.
- D. Designate District Publication Newspaper for 2011-12 - Designate The Sheldon Mail Sun and the Northwest Iowa Review as official newspapers for the Sheldon Community School District. Motion by Glen Goedken and seconded by Susan Rensink to approve. Roll Call vote: Kecia Hickman, Aye; Susan Rensink, Aye; Glen Goedken, Aye; Gary Ihnen, Aye. Motion carried.
- E. Appoint Legal Counsel for 2011-12 - Appoint Tom Whorley of Wolff, Whorley, DeHoogh, and Schreurs to be the District's legal counsel. Motion by Glen Goedken and seconded by Kecia Hickman to approve. Roll Call vote: Susan Rensink, Aye; Kecia Hickman, Aye; Glen Goedken, Aye; Gary Ihnen, Aye. Motion carried.
- F. Name Depository Banks and Pledging of Assets - Motion by Susan Rensink and seconded by Glen Goedken to approve 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.

**Maximum Balance in**

<u>Depository Name</u>	<u>Location of Financial Institution</u>	<u>Effect under this Resolution</u>
Citizens State Bank (Primary)	Sheldon, Iowa	\$3,000,000
Northwestern Bank	Sheldon, Iowa	\$3,000,000
Iowa State Bank	Sheldon, Iowa	\$3,000,000
Ashton State Bank	Ashton, Iowa	\$3,000,000
Peoples Bank	Sheldon, Iowa	\$3,000,000

Roll Call vote: Kecia Hickman, Aye; Glen Goedken, Aye; Susan Rensink, Aye; Gary Ihnen, Aye. Motion carried.

- G. Appoint Board Members to O'Brien and Sioux County Conference Boards - Motion by Glen Goedken and seconded by Susan Rensink to have Randy Merley serve as the O'Brien County Board member and Kecia Hickman as the Sioux County Board member. Roll Call vote: Kecia Hickman, Aye; Susan Rensink, Aye; Glen Goedken, Aye; Gary Ihnen, Aye. Motion carried.
- H. Designate Board Member Representative for the Sheldon Educational Foundation - Motion by Kecia Hickman and seconded by Glen Goedken to appoint Susan Rensink as the Board Representative. Roll Call vote: Susan Rensink, Aye; Glen Goedken, Aye; Kecia Hickman, Aye; Gary Ihnen, Aye. Motion carried.
- I. American Education Week Proclamation - Designate November 13-19, 2011, as American Education Week. Motion by Kecia Hickman and seconded by Glen Goedken to approve. Roll Call vote: Susan Rensink, Aye; Glen Goedken, Aye; Kecia Hickman, Aye; Gary Ihnen, Aye. Motion carried.
- J. Approve Lane Advancement for Certified Staff - Approve the following lane advancements, and career increments:

<u>Lane Advancement</u>		<u>From Lane</u>	<u>Salary</u>	<u>To Lane</u>	<u>Salary</u>	<u>Difference</u>
Albers	Justin	BA/04	\$40,459.30	MA/05	\$44,407.60	\$3,948.30
De Groot	Amanda	BA/02	\$38,403.54	BA+15/03	\$40,296.08	\$1,892.54
Groendyke	Jason	BA/07	\$43,542.94	MA/08	\$47,491.24	\$3,948.30
Van Beek	Jennifer	BA/05	\$41,487.18	BA+15/06	\$43,379.72	\$1,892.54
Vande Weerd	Noreen	BA+15/11	\$48,682.34	BA+30/12	\$50,574.88	\$1,892.54
Wenthe	Melissa	BA/01	\$37,375.66	BA+15/02	\$39,268.20	\$1,892.54
Youngs	Kay	BA+15/12	\$49,710.22	BA+30/13	\$51,602.76	\$1,892.54
<b><u>Career Increments</u></b>						
Buenger	Kim	BA+30/C01(1)	\$53,821.74	BA+30/C02(1)	\$54,686.40	\$864.66
Groff	Kris	BA+30/C02(1)	\$54,849.62	BA+30/C03(1)	\$55,714.28	\$864.66
Haning	Deb	BA+30/C01(1)	\$53,821.74	BA+30/C02(1)	\$54,686.40	\$864.66

Hauptert	Marlene	BA+30/C01(1)	\$53,821.74	BA+30/C02(1)	\$54,686.40	\$864.66
Lickhart	Angela	MA/C02(1)	\$57,933.26	MA/C03(1)	\$58,797.92	\$864.66
Vreeman	Lois	BA+30/C01(1)	\$53,821.74	BA+30/C02(1)	\$54,686.40	\$864.66
<b>TOTAL</b>						\$22,547.26

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

K. Authorize Disposition of School Equipment – Motion by Kecia Hickman and seconded by Glen Goedken to authorize the sale. Roll Call vote: Susan Rensink, Aye; Glen Goedken, Aye; Kecia Hickman, Aye; Gary Ihnen, Aye. Motion carried

L. Consider Out-Of-State Student Trip - The Band/Vocal Music Trip Committee evaluated three tour packages for the Band/Vocal Music Trip scheduled for the spring of 2012: ORLANDO, FL - 4 NIGHTS, BRANSON, MO - 3 NIGHTS, CHICAGO, IL - 4 NIGHTS. The Orlando trip destination was the most expensive trip, but it did offer the greatest opportunity for both the Band and Vocal Music students to perform in a meaningful way. Motion by Kecia Hickman and seconded by Susan Rensink to approve the Orlando trip. There was discussion concerning the cost. Roll Call vote: Glen Goedken, Aye; Susan Rensink, Aye; Kecia Hickman, Aye; Gary Ihnen, Aye. Motion carried.

M. Approve Special Education Services Contracts – Motion by Susan Rensink and seconded by Glen Goedken to approve the contracts as presented. Roll Call vote: Kecia Hickman, Aye; Glen Goedken, Aye; Susan Rensink, Aye; Gary Ihnen, Aye. Motion carried.

N. Set Date for Board/Administrative Work session – No action.

O. Board Policy Review - Policies 300 thru 308, Administration (1<sup>st</sup> Reading)

1. 300 Role of School District Administration
2. 301.1 Management
3. 301.2 Management Team
4. 302.1 Superintendent Qualifications, Recruitment, Appointment
5. 302.2 Superintendent Contract and Contract Nonrenewal
6. 302.3 Superintendent Salary and Other Compensation
7. 302.4 Superintendent Duties
8. 302.5 Superintendent Evaluation
9. 302.6 Superintendent Professional Development
10. 302.7 Superintendent Civic Activities
11. 302.8 Superintendent Consulting/Outside Employment
12. 303.1 Administrative Positions
13. 303.2 Administrator Qualifications, Recruitment, Appointment
14. 303.3 Administrator Contract and Contract Nonrenewal
15. 303.4 Administrator Salary and Other Compensation
16. 303.5 Administrator Duties
17. 303.6 Administrator Evaluation
18. 303.7 Administrator Professional Development
19. 303.8 Administrator Civic Activities
20. 303.9 Administrator Consulting/Outside Employment
21. 304.1 Development and Enforcement of Administrative Regulations
22. 304.2 Monitoring of Administrative Regulations
23. 305 Administrator Code of Ethics
24. 306 Succession of Authority to the Superintendent
25. 306.R1 Organization Chart
26. 307 Communication Channels

27. 308 Administrator Conflict of Interest

Motion by Glen Goedken and seconded by Susan Rensink to approve to the 2nd Reading.  
Roll Call vote: Kecia Hickman, Aye; Susan Rensink, Aye; Glen Goedken, Aye; Gary Ihnen, Aye. Motion carried.

**IX. ANNOUNCEMENTS**

- A. IASB Annual Convention, November 16 & 17, 2011, Des Moines
- B. NSBA National Conference, April 21-23, 2012, Boston, MA

**X. ADJOURN -**

At 8:30 p.m. Motion by Glen Goedken and seconded by Susan Rensink to adjourn. Roll Call vote: Kecia Hickman, Aye; Susan Rensink, Aye; Glen Goedken, Aye; Gary Ihnen, Aye. Motion carried.