

SHELDON COMMUNITY SCHOOL DISTRICT

REGULAR MEETING OF THE BOARD OF EDUCATION

&

BUDGET CERTIFICATION HEARING

HIGH SCHOOL LIBRARY

April 10, 2013

- I. CALL TO ORDER** – At 6:00 p.m., President Gary Ihnen called the meeting to order. Members present: Gary Ihnen, Glen Goedken, Kecia Hickman, Susan Rensink, Randy Merley, Robin Spears and Bill Borchers. Absent: None. Visitors: Cindy Barwick, Tanya Langholdt, Matt Meendering, Mike Niece, Marv Van Riesen, Tom Traugher and Allison Suesse. President Ihnen welcomed the guests, media, administration and the Board.
- II. APPROVAL OF AGENDA** –The Superintendent said that due to school being closed today, Items IIIA2- a & b will not be held. The Superintendent also added items B, C and D to his report. Motion by Glen Goedken and seconded by Randy Merley to approve the amended agenda. Roll call vote: Kecia Hickman, Aye; Susan Rensink, Aye; Randy Merley, 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 – none.
 - b. Student Presentation – none.
- B. Correspondence
1. The Board
 - a. “Key Differences Between A Fad And A Trend.” Volume 36, Number 23 was included in the Board Packet.
 - b. "Your Roll During A Crisis." Volume 36, Number 24 was included in the Board Packet.
 2. Northwest AEA Board Briefs - Minutes from the March 18, 2013 meeting.
 3. Receipt of Thank You Cards – The District has received a Thank You card from a visitor that Chuck Johnson showed around the High School when the individual and his family were visiting Sheldon.
- Motion by Susan Rensink and seconded by Glen Goedken to include the recognition and correspondence as part of the Board Minutes. Roll Call vote: Randy Merley, Aye; Kecia Hickman, Aye; Glen Goedken, Aye; Susan Rensink, Aye; Gary Ihnen, Aye. Motion carried.
- C. Board Member Reports
1. IASB Able Meeting – This meeting was hosted at the Middle School on March 19, 2013. It was attended by Superintendent Spears, Kecia Hickman and Susan Rensink. Susan Rensink said that one of the things was how to engage the children in learning. Kecia Hickman said that this meeting was different than those in the past in that it challenged you to think “outside the box”.
 2. Other – none.

IV. APPROVAL OF

- A. Minutes of Past Meetings – Motion by Randy Merley and seconded by Glen Goedken to approve the minutes. Roll Call: Susan Rensink, Aye; Kecia Hickman, Aye; Glen Goedken, Aye; Randy Merley, Aye; Gary Ihnen, Aye. Motion carried.
- B. Financial Report – Motion by Glen Goedken and seconded by Susan Rensink to approve the Treasurer’s Report. Roll call vote: Randy Merley, Aye; Kecia Hickman, Aye; Susan Rensink, Aye; Glen Goedken, Aye; Gary Ihnen, Aye. Motion carried.
- C. Summary List of Bills – Randy Merley reviewed the bills. Motion by Randy Merley and seconded by Glen Goedken to approve the bills for payment. Roll Call vote: Susan Rensink, Aye; Kecia Hickman, Aye; Glen Goedken, Aye; Randy Merley, Aye; Gary Ihnen, Aye. Motion carried.

VI. REPORTS

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.

V. PUBLIC HEARING –

At 6:32 p.m. Motion by Randy Merley and seconded by Glen Goedken to open the public hearing. Roll call vote: Susan Rensink, Aye; Kecia Hickman, Aye; Glen Goedken, Aye; Randy Merley, Aye; Gary Ihnen, Aye. Motion carried.

A. 2013-2014 Budget Public Hearing

- 1. Presentation of Proposed 2013-2014 Budget – Superintendent Spears explained the budget papers and forms to the Board and the public.
- 2. Taxpayers will be heard for or against the budget estimate for the period beginning July 1, 2013 and ending June 30, 2014 – President Ihnen asked if the District had received any written or verbal comments about the proposed budget. Superintendent Spears said that the District had received no comments either for or against the proposed budget. President Ihnen called for a motion to close the public hearing.

At 6:46 p.m. Motion by Glen Goedken and seconded by Kecia Hickman to close the public hearing. Roll call vote: Susan Rensink, Aye; Randy Merley, Aye; Kecia Hickman, Aye; Glen Goedken, Aye; Gary Ihnen, Aye. Motion carried.

- 3. Adopt FY14 Budget Guarantee Resolution – Motion by Randy Merley and seconded by Kecia Hickman to adopt this resolution. Roll Call vote: Susan Rensink, Aye; Glen Goedken, Aye; Kecia Hickman, Aye; Randy Merley, Aye; Gary Ihnen, Aye. Motion carried.
- 4. Adopt/Certify 2013-2014 Budget – Motion by Glen Goedken and seconded by Susan Rensink to adopt/certify the 2013-2014 Budget as presented. Roll Call vote: Kecia Hickman, Aye; Randy Merley, Aye; Susan Rensink, Aye; Glen Goedken, Aye; Gary Ihnen, Aye. Motion carried.

VI. REPORTS

C. Administration (Continued)

- 4. Activities Director – Mr. Niece reviewed his report.

At 7:33 p.m. President Ihnen announced there would be a short recess

At 7:45 p.m. President Ihnen reconvened the meeting

- 5. Superintendent –

- a. 2012-13 Superintendent Evaluation – Gary Ihnen and Superintendent Spears are working on the evaluation document.
- b. Farmer’s Coop Oil Dividend – The District has received a patronage dividend from the Coop in the amount of \$828.05.
- c. Osceola County TIF – This change should not affect us.
- d. Technology –
 1. To replace the exchange server will be about \$15-20,000.
 2. Wireless Network – will need additional Wireless Access Points.
 3. Firewall – will need to look and review the current firewall procedures.
 4. JMC is currently housed at the AEA. Looking at Infinite Campus to replace JMC. The Superintendent and Building Principals viewed a demonstration of the product and like the features that are available. These features are not available with JMC. Both MOC and Sioux Center are going with Infinite Campus. The consensus of the Board is for the Superintendent to move to Infinite Campus.

VII. OLD BUSINESS –

A. BOARD POLICY REVIEW - Policies 603.10 thru 605.3R1, Education Program (2nd Reading). There are no changes to this set of Board Policies. This is the second reading of these Board Policies.

1. 603.10 Global Education
2. 603.11 Citizenship
3. 604.1 Competent Private Instruction
4. 604.1E1 Competent Private Instruction Report
5. 604.2 Individualized Instruction
6. 604.3 Program for Talented and Gifted Students
7. 604.4 Program for At-Risk Students
8. 604.5 Religious-Based Exclusion from A School Program
9. 604.6 Instruction at a Post-Secondary Educational Institution
10. 604.7 Dual Enrollment
11. 604.8 Foreign Students
12. 604.9 Home School Assistance Program
13. 604.10 Virtual/On-Line Courses
14. 605.1 Instructional Materials Selection
15. 605.1R1 Selection of Instructional Materials
16. 605.2 Instructional Materials Inspection
17. 605.3 Objection to Instructional Materials
18. 605.3E1 Instructions to the Reconsideration Committee
19. 605.3E2 Reconsideration of Instructional Materials
20. 605.3E3 Sample Letter to Individual Challenging Instructional Materials
21. 605.3R1 Reconsideration of Instructional Materials Regulation

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

VIII. NEW BUSINESS

A. OPEN ENROLLMENT APPLICATIONS – The District has received three open enrollment applications for students to remain in the Sheldon School District. The parents of the students have moved into another district and wish their children to continue to receive their education from the Sheldon School District. Motion by Kecia Hickman and seconded by Glen Goedken to approve these applications. Roll Call vote: Susan Rensink, Aye; Randy Merley, Aye; Glen Goedken, Aye; Kecia Hickman, Aye; Gary Ihnen, Aye. Motion carried.

B. RESIGNATIONS – None.

C. CONTRACTS –

<u>First</u>	<u>Last</u>	<u>Position</u>	<u>Salary</u>
Eric	Maassen	Head High School Boys’ Basketball Coach	\$4,932
Chris	Walker	Assistant HS Boys’ Basketball Coach	\$3,288
LaDonn	Hartzell	School Business Official/Board Secretary	\$60,000
Christopher	Stotz	Industrial Arts Teacher**	\$44,054
Jerod	Reinking	4 th Grade Elementary Teacher	\$37,844
** - NCC will contracting 50% of the salary and benefits of this position			
Maggie	Lloyd	9 th Grade Softball	\$2,466

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

D. APPROVE NEGOTIATED CONTRACT BETWEEN SHELDON CSD AND THE SHELDON EDUCATION ASSOCIATION–

The settlement represents a 3.56% increase. Motion by Susan Rensink and seconded by Kecia Hickman to approve the negotiated contract. Roll Call vote: Glen Goedken, Aye; Randy Merley, Aye; Kecia Hickman, Aye; Susan Rensink, Aye; Gary Ihnen, Aye. Motion carried.

E. AUTHORIZE ISSUANCE OF 2013-14 TEACHER CONTRACTS –

Included in the Board packet was a list of certified staff contract information for the 2013-14 school year. Motion by Randy Merley and seconded by Susan Rensink to issue the 2013-14 Teacher Contracts per the listing. Roll Call vote: Kecia Hickman, Aye; Glen Goedken, Aye; Susan Rensink, Aye; Randy Merley, Aye; Gary Ihnen, Aye. Motion carried.

F. AUTHORIZE ISSUANCE OF 2013-14 COACHING CONTRACTS –

Included in the Board packet was a list of Co-Curricular contract information of the teaching staff for the 2013-14 school year. Motion by Susan Rensink and seconded by Kecia Hickman to issue the coaching contracts to the teachers who are also coaches. Roll Call vote: Randy Merley, Aye; Glen Goedken, Aye; Kecia Hickman, Aye; Susan Rensink, Aye; Gary Ihnen, Aye. Motion carried.

G. AUTHORIZE ISSUANCE OF 2013-14 NON-TEACHER CO-CURRICULAR CONTRACTS–

Included in the Board packet was a list of Co-Curricular contract information for non-teacher co-curricular positions for the 2013-14 school year. Motion by Randy Merley and seconded by Susan Rensink to issue the non-teacher co-curricular contracts. Roll Call vote: Kecia Hickman, Aye; Glen Goedken, Aye; Susan Rensink, Aye; Randy Merley, Aye; Gary Ihnen, Aye. Motion carried.

H. SET SUMMER DRIVER EDUCATION TEACHER COMPENSATION –

The Superintendent recommends that the Board approve an increase of \$5.00 per student (\$192 to \$197) for the Summer 2013 Drivers' Education program. Motion by Kecia Hickman and seconded by Susan Rensink to set the compensation at \$197/student. Roll Call vote: Randy Merley, Aye; Glen Goedken, Aye; Susan Rensink, Aye; Kecia Hickman, Aye; Gary Ihnen, Aye. Motion carried.

I. SET NON-RESIDENT 2013 SUMMER DRIVER EDUCATION FEE -

Due to the Instructional Support Levy, resident students of the school district, both public and private, do not pay any tuition for participating in the Summer Driver's Education Program. We have not had many non-resident students from outside the school district participate in our Driver's Education Program, however, we do need to set a fee for any non-resident student that might want to enroll in the Summer Driver's Education Program offered by the Sheldon Community School District. It is the recommendation of the Superintendent that the Board set a non-resident Summer Driver's Education Tuition fee of \$350 for the summer of 2013. Motion by Glen Goedken and seconded by Randy Merley to set the Non-Resident 2013 Summer Driver Education fee at \$350 per non-resident student. Roll Call vote: Susan Rensink, Aye; Kecia Hickman, Aye; Randy Merley, Aye; Glen Goedken, Aye; Gary Ihnen, Aye. Motion carried.

J. SET 2013-14 SUBSTITUTE TEACHER PAY - Motion by Randy Merley and seconded by Glen Goedken to continue the Substitute Teacher Pay at \$110 per day. Roll Call vote: Susan Rensink, Aye; Kecia Hickman, Aye; Glen Goedken, Aye; Randy Merley, Aye; Gary Ihnen, Aye. Motion carried.

K. APPROVE ELEMENTARY & MIDDLE SUMMER SCHOOL PROGRAMS FOR 2013 - At-Risk Allowable Growth funds will be used to fund both of these programs. - Motion by Kecia Hickman and seconded by Susan Rensink to approve these programs. Roll Call vote: Randy Merley, Aye; Glen Goedken, Aye; Susan Rensink, Aye; Kecia Hickman, Aye; Gary Ihnen, Aye. Motion carried.

L. ADOPT TEACHER APPRECIATION WEEK PROCLAMATION – The week of May 6-10 has been designated as “Teacher Appreciation Week.” In honor of our outstanding teaching staff here at Sheldon, the Superintendent recommends that the Board of Education pass the following resolution:

WHEREAS, today’s teachers mold our future citizens through their guidance and education, and

WHEREAS, today’s teachers encounter students of widely differing backgrounds and abilities, and

WHEREAS, our society expects public education to provide quality education services to all children, no matter what their backgrounds or abilities, and

WHEREAS, our country’s future depends, in large measure, upon the education our youth receive today, and

WHEREAS, teachers spend countless hours outside their classrooms preparing lessons, evaluating progress, developing their own skills, counseling and coaching students and performing community service, and

WHEREAS, our community recognizes that its teachers are providing quality education services to our children,

NOW, THEREFORE, BE IT PROCLAIMED THAT the Sheldon Community School District Board of Education designates the week of May 6-10, 2013 as Teacher Appreciation Week in this community, and

BE IT FURTHER PROCLAIMED THAT the Sheldon Community School District Board of Education calls on the community to join with it in personally expressing appreciation to our teachers for a “job well done.”

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

M. APPROVE CLASS OF 2013 GRADUATES – Mr. Meendering is requesting that the Board approve the list of 2013 graduates, as presented in the Board Packet, pending completion of all requirements for graduation. Motion by Randy Merley and seconded by Glen Goedken to approve the graduates pending completion of all requirements for graduation. Roll Call vote: Susan Rensink, Aye; Kecia Hickman, Aye; Glen Goedken, Aye; Randy Merley, Aye; Gary Ihnen, Aye. Motion carried.

N. APPROVE LAWN CARE CONTRACTOR – Table until next meeting.

O. SET DATE FOR FY13 BUDGET AMENDMENT HEARING – Motion by Randy Merley and seconded by Glen Goedken to move the start time of the May 13, 2013 Board Meeting to 5:00 p.m. and to hold the FY13 Budget Amendment Hearing at 5:30 p.m. on May 13, 2013. Roll Call vote: Susan Rensink, Aye; Kecia Hickman, Aye; Glen Goedken, Aye; Randy Merley, Aye; Gary Ihnen, Aye. Motion carried.

P. TEACHER EVALUATION PROCESS & PROCEDURES MANUAL – Motion by Randy Merley and seconded by Kecia Hickman to approve the process and procedures as read. There will be no second reading. Roll Call vote: Susan Rensink, Aye; Glen Goedken, Aye; Kecia Hickman, Aye; Randy Merley, Aye; Gary Ihnen, Aye. Motion carried.

Q. 2013-14 EAST ELEMENTARY VOLUNTEER HANDBOOK (1ST READING) – Motion by Susan Rensink and seconded by Kecia Hickman to approve the handbook and pass it to its second reading. Roll Call vote: Randy Merley, Aye; Glen Goedken, Aye; Kecia Hickman, Aye; Susan Rensink, Aye; Gary Ihnen, Aye. Motion carried.

R. 2013-14 STAFF ACTIVITY HANDBOOK (1ST READING) – Motion by Glen Goedken and seconded by Kecia Hickman to approve the handbook and pass it to its second reading. Roll Call vote: Randy Merley, Aye; Susan Rensink, Aye; Kecia Hickman, Aye; Glen Goedken, Aye; Gary Ihnen, Aye. Motion carried.

S. 2013-14 STAFF HANDBOOK (1ST READING) – Motion by Randy Merley and seconded by Susan Rensink to approve the handbook and pass it to its second reading. Roll Call vote: Kecia Hickman, Aye; Glen Goedken, Aye; Susan Rensink, Aye; Randy Merley, Aye; Gary Ihnen, Aye. Motion carried.

T. 2013-14 STUDENT HANDBOOKS (1ST READING) – Copies of student handbooks for each building in the Sheldon Community School District were included in the Board Packet. Each building principal discussed with the Board the handbook for their respective building. This will be the first reading of the student handbooks with action expected at the May Board meeting.

1. Elementary School Student/Parent Handbook
2. Middle School Student/Parent Handbook
3. High School Student/Parent Handbook

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

U. BOARD POLICY REVIEW – Included in the Board packet were copies of Policies 605.4 thru 607.2R1, Education Program and Board Policy 505.6 – Early Graduation. The only changes to this set of Board Policies are Board Policy 505.6 – Early Graduation. The Board will have an opportunity to discuss these policies during the meeting on Wednesday. (1ST Reading)

1. 605.4 Technology and Instructional Materials
2. 605.5 Media Centers
3. 605.5R1 Weeding Policy
4. 605.6 District (OrabNet) Acceptable Use Policy
5. 605.6R1 District Network (OrabNet) Acceptable Use Regulation
6. 605.6E1 OrabNet Access Permission Letter To Parents
7. 605.6E2 OrabNet Acceptable Use Violation Notice
8. 605.6E3 Sheldon Community School District Network (OrabNet) Student Access Release And Authorization Form
9. 605.6E4 Sheldon Community School District Network (OrabNet) District Employee Access Release And Authorization Form
10. 605.7 School District Webpage
11. 606.1 Class Size - Class Grouping
12. 606.2 School Ceremonies and Observances
13. 606.3 Animals in the Classroom
14. 606.4 Student Production of Materials and Services
15. 606.5 Student Field Trips and Excursions
16. 606.6 Insufficient Classroom Space
17. 606.7 Foreign Study
18. 606.8 Homework
19. 606.9 Outside Resource People
20. 606.10 Performance Testing For Classroom Credit
21. 607.1 Student Guidance and Counseling Program
22. 607.2 Student Health Services
23. 607.2R1 Student Health Services Regulation
24. 505.6 Early Graduation

Motion by Susan Rensink and seconded by Glen Goedken to approve these policies and pass them to their second reading. Discussion: The Superintendent stated that there might be some changes in the language on the Lunch Account Balances. Roll Call vote: Kecia Hickman, Aye; Randy Merley, Aye; Glen Goedken, Aye; Susan Rensink, Aye; Gary Ihnen, Aye. Motion carried.

V. SCHOOL START DATE WAIVER RESOLUTION – Under advisement of the Iowa School Boards Association. I am presenting a school start date waiver resolution to be considered by the Board. Rumors are that those opposing the current start date waiver process will not continue to push legislation this year, but will instead challenge the waiver process in current Iowa law. The rumor is that if the Department of Education approves school districts’ applications for waivers to start earlier than the date established in the code, the DE will then be challenged as to their authority to approve the waivers. Iowa law states that Boards can apply for a waiver is the later start date “would have a significant negative educational impact.” The law is outlined below:

*Iowa Code § 279.10(4) states: The director of the department of education may grant a request made by a board of directors of a school district stating its desire to commence classes for regularly established elementary and secondary schools prior to the earliest starting date specified in subsection 1. A request shall be based upon the determination that a starting date on or after the earliest starting date specified in subsection 1 would have a *significant negative educational impact*.*

In order for boards to receive the waiver, the italicized statement must be met. It is the recommendation that the Board adopt the resolution that is included in the Board packet.

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

IX. ANNOUNCEMENTS –

- A. IASB School Law Conference, April 29, 2013, Altoona, IA.
- B. Iowa School Board Recognition Week: May 5-11, 2013.
- C. IASB Annual School Board Convention: November 20-21, 2013.

X. ADJOURN

At 8:25 p.m., Motion by Glen Goedken and seconded by Kecia Hickman to adjourn. Roll call vote: Randy Merley, Aye; Susan Rensink, Aye; Kecia Hickman, Aye; Glen Goedken, Aye; Gary Ihnen, Aye. Motion carried.

At 8:35 p.m. by consensus the Board went into 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 9:27 p.m. by consensus the Board came out of closed session and left.