

**Attendees - voting members**

Kecia Hickman	President
Susan Rensink	Vice President
Mark Brown	Board Member
Glen Goedken	Board Member
Randy Merley	Board Member

**I. CALL TO ORDER - ROLL CALL**

At **6:04 PM**, Board president Kecia Hickman called the meeting to order with the following members present: Susan Rensink, Glen Goedken, Randy Merley, Mark Brown and Kecia Hickman.

Superintendent Robin Spears and Board Secretary LaDonn Hartzell were present.

Administrators present: Tanya Langholdt, Elementary Principal; Cindy Barwick, Middle School Principal; Matt Meendering, High School Principal; Justin Albers, Activities Director.

Members of the Press: Tom Traugher and Mark Mahoney

Visitors: Marlys Gaston, Matt Feucht, Kent De Zeeuw, Lois Vreeman, Jeana Larson, Kari Kopperud, Larie DeGroot, Destiny Ginger, Lois Klein

**II. APPROVAL OF AGENDA**

Superintendent Spears reported no changes to the agenda.

Motion made by: Glen Goedken

Motion seconded by: Randy Merley

Voting

Unanimously Approved

**III. COMMUNICATIONS**

**A. Citizens, Organization(s) in Attendance**

**1. Public Comment**

Matt Feucht addressed the board regarding a parental custody issue.

**2. Recognition**

**a. Student**

Board members received lists from HS and MS for student recognition. The lists are attached to these minutes.

In addition, Ms. Langholdt recognized Maliah Kleinhesselink for achieving 2nd place in a State Creative Writing competition.

**b. Student Presentation - Middle School**

Middle School Climate Team members, Jeana Larson, Kari Kopperud, Lois Vreeman and Larie DeGroot were present to share information regarding the Middle School Backpack Program. The group of teachers prepared and shared a PowerPoint presentation to explain the program from the beginning when the first monetary donation was received, to its

present state. They explained the importance of the Backpack Program in regard to student learning, not only for the student recipients but also for the students who assist with packing the bags. Approximately 40 students receive food for each weekend, at a cost of \$2.50 per bag. If the program continues, with hopes of finding a community partner, it would be ideal to provide weekend snacks for all students with free/reduced lunch status. The teachers publicly thanked the local grocery stores for their cooperation and discounted prices for the items they purchase.

**B. Correspondence**

**7:18 PM**

**1. "The Board" Publication**

- a. The Board "Five Leadership Mistakes You Must Avoid," Vol. 37, Number 23
- b. The Board "What You Can and Should Promise the Community," Vol. 37, Number 24

**2. NW AEA Board Meeting Minutes - March Board Meeting**

**3. Receipt of "Thank You" Cards**

None.

Motion made by: Glen Goedken

Motion seconded by: Mark Brown

Voting

Unanimously Approved

**C. Board Member Reports**

**1. NSAB Annual Conference**

Kecia Hickman, Mark Brown and Superintendent Spears attended the National School Board Association Annual Conference in New Orleans, LA., from April 4-7. Each of them spoke about their conference experience.

**IV. APPROVAL OF:**

**A. Minutes of Past Meeting(s)**

Board members reviewed the March 12, 2014 board minutes.

Motion made by: Mark Brown

Motion seconded by: Susan Rensink

Voting

Unanimously Approved

**B. Summary List of Bills**

Susan Rensink reviewed the bills this month and recommended all bills for payment.

Motion made by: Susan Rensink

Motion seconded by: Randy Merley

Voting

Unanimously Approved

**7:30 PM -- 10-minute break -- reconvened at 7:40 PM**

**V. PUBLIC HEARING(S)**

**A. 2014-15 Budget Public Hearing**

**6:33 PM** -- Motion to enter into the Public Hearing/Budget Hearing portion of this meeting.

Motion made by: Susan Rensink

Motion seconded by: Glen Goedken

Voting

Unanimously Approved

1. **Presentation of 2014-15 Budget**

**6:33 PM -- BUDGET HEARING**

Superintendent Robin Spears reviewed several financial documents, including a three-year comparison of enrollment, allowable growth/supplemental state aid, weightings, taxable valuations, individual tax levies, categorical funding, instructional support, miscellaneous income, solvency ratio, etc. Mr. Spears also reviewed re-estimated FY14 worksheets, estimated FY15 worksheets, debt schedules, and the tax certificate, totaling \$13.98.

2. **Public Comments**

There were no comments or questions from the public.

3. **Adopt/Certify 2014-2015 Budget**

There being no further questions from the board and no questions/comments from the public, Board President called for a motion to approve the 2014-15 budget as presented.

Motion made by: Glen Goedken

Motion seconded by: Randy Merley

Voting

Unanimously Approved

VI. **REPORTS**

A. **Committee**

B. **Special**

1. **FY13 Independent Audit Report**

**6:55 PM** Marlys Gaston, representing the State Auditor's Office, was present to review the FY13 Audit Report. Ms. Gaston reviewed the Management's Discussion & Analysis (MD&A) and explained the difference between various statements of the major funds. She explained a major change from FY12 to FY13 was due to bond proceeds for the Elementary Construction Project which were received before year-end, with no expenditures for that project by June 30, 2013. Ms. Gaston reviewed the language pertaining to internal control/material weakness.

Board members were given opportunity to ask questions regarding the FY13 audit report and thanked Ms. Gaston for the presentation.

C. **Administration**

1. **Elementary School Principal**

Tanya Langholdt, Elementary Principal, prepared a printed report for board member review and addressed the board regarding kindergarten round-up, 2014-15 planning, teacher interviews and other happenings at the elementary level.

2. **Middle School Principal**

Cindy Barwick, Middle School Principal, prepared a printed report for board member review, fielded questions and spoke of upcoming middle school activities.

3. **High School Principal**

Matt Meendering, High School Principal, prepared a printed report for board member review, fielded questions and referred specifically to the industrial technology program/Kregg Tools.

4. **Activities Director**

Justin Albers, Activities Director, prepared a printed report for board member review and fielded questions regarding district student activities.

**5. Superintendent**

**a. East Elementary Building/Renovation Project Update**

Superintendent Spears updated board members regarding progress of the Elementary Construction/Renovation Project and shared minutes from past construction meetings. He referred to a Request for Proposal for the "timeout rooms" as well as the possibility for additional book cases in the third grade rooms. Mr. Spears commended the staff for their cooperation, which has helped expedite the process for the contractors. He reminded those present that when the boiler can be turned off for the season, greater progress will be made.

**b. Ball Fields/Recreation Project Update**

Superintendent Spears updated board members on the Ball Field/Recreation Project and suggested they review the Site Plan for this project.

**c. Dividend Check from Farmers Cooperative Oil Company**

For information, the school district received a dividend check from the Farmers Cooperative Oil Company in the amount of \$1,203.16.

**d. Superintendent Evaluation for 2013-14**

Board members received Superintendent Evaluation Forms to be completed and returned to the Board President as soon as possible.

**e. Nurse's Report**

Board members received the March Nurse's Report, for information.

**f. Transportation Report**

Board members received the March transportation report, for information.

**VII. OLD BUSINESS**

**A. Board Policy Review (2nd Reading)**

Board members considered second reading of Board Policy No. 707.1 through 711.8. Board members agreed to approve the policies with the language changes presented last month.

Motion made by: Susan Rensink

Motion seconded by: Mark Brown

Voting

Unanimously Approved

**VIII. NEW BUSINESS**

**A. Open Enrollment Application(s)**

None.

**B. Resignation(s)**

Superintendent Spears recommended the Board approve the resignation submitted by Kent De Zeeuw for Middle School Football Coach, contingent upon finding a suitable replacement for the 2014-15 school year.

Mr. Spears also recommended the Board approve the resignation submitted by Jay Joersz, Elementary Guidance Counselor.

Superintendent Spears also recommended the Board approve the resignation effective for the 2014-15 school year submitted by Walt and Laurie Pruiksma, concessions stand managers.

Board President called for a motion to approve all three resignations. Board member, Randy Merley commended Coach Kent De Zeeuw for his coaching skills and encouraged him to reconsider his decision to resign.

Motion made by: Glen Goedken

Motion seconded by: Susan Rensink

Voting

Kecia Hickman - Yes

Susan Rensink - Yes

Mark Brown - Yes

Glen Goedken - Yes

Randy Merley - No

**C. Contracts**

None.

**D. Designate Independent Auditor for FY14**

Superintendent Spears recommended the Board give strong consideration to continue using the State Auditor to conduct the annual FY14 audit of the school district.

However, he added the final report for FY14 must be issued by January 2015, as a requirement of Public Financial Management (PFM) for our bond authorization. If the State Auditor's office is able to provide the services and issue the final report in a timely manner, board members agreed to continue to utilize their services for FY14.

Superintendent Spears will contact the State Auditor's Office.

Tabled.

Motion made by: Susan Rensink

Motion seconded by: Glen Goedken

Voting

Unanimously Approved

**E. 2014-15 School Calendar**

Board members continued discussion of the 2014-15 calendar. Superintendent Spears recommended board members approve the start date and end date; delaying the decision for the late starts or early dismissals, until the May meeting. Mr. Spears shared a draft for a Parent Survey to be conducted between now and the May meeting.

Board members agreed to approve August 18, 2014 as the first day of school and May 21, 2015 as the last day.

Motion made by: Randy Merley

Motion seconded by: Susan Rensink

Voting

Unanimously Approved

**F. Approve Elementary & Middle Summer School Programs for 2014**

Board members received information for the elementary and middle school summer school programs for summer 2014. Summer school will be provided for with at-risk funds. The superintendent recommended the Board approve both the Elementary Summer School Program and the Middle School Summer School Program as presented.

Motion made by: Susan Rensink

Motion seconded by: Randy Merley

Voting

Unanimously Approved

**G. Consider KeBecca Education Service Contract**

The Superintendent recommended the Board approve the 2014-15 Educational Services Agreement with KeBecca Education Services.

Motion made by: Glen Goedken

Motion seconded by: Mark Brown

Voting

Unanimously Approved

**H. Consider Iowa Association for Educational Purchasing Agreement**

Superintendent Spears recommended the Board approve the agreement with Iowa Association for Educational Purchasing (IAEP) for the 2014-15 school year.

Motion made by: Susan Rensink

Motion seconded by: Glen Goedken

Voting

Unanimously Approved

**I. Consider Ag Partners Contracts**

The Superintendent recommended the Board approve two contracts between Ag Partners LLC and the Sheldon FFA Chapter.

Motion made by: Mark Brown

Motion seconded by: Randy Merley

Voting

Unanimously Approved

**J. Adopt Teacher Appreciation Week Proclamation**

The week of May 5-9, 2014 has been designated as "Teacher Appreciation Week." Teacher Appreciation Day is Tuesday, May 6, 2014.

Superintendent Spears recommended the board adopt the following resolution in honor of the outstanding teaching staff in the Sheldon Community School District:

**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 5-9, 2014 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."

Board members agreed to show appreciation to the teaching staff during Teacher Appreciation Week. Kecia Hickman and Susan Rensink will work on details.

Motion made by: Susan Rensink

Motion seconded by: Mark Brown

Voting

Unanimously Approved

**K. Approve Class of 2014 Graduates**

Board members received the list of graduates for the Class of 2014. High School Principal, Matt Meendering requests the board approve the list of graduates pending completion of all graduation requirements.

Motion made by: Susan Rensink

Motion seconded by: Glen Goedken

Voting

Unanimously Approved

**L. Approve Contract for Student Receiving Educational Services in Another School District**

Superintendent Spears recommended the Board approve the following educational service contract for a district resident student (S.A.) receiving educational services in the Sioux City Community School District.

Motion made by: Glen Goedken

Motion seconded by: Randy Merley

Voting

Unanimously Approved

**M. Consider Student Discipline Recommendation**

Superintendent Spears recommended the Board approve the expulsion of "Student V" from school for the remainder of the 2013-14 school year. The student and his/her parents have accepted the consequence due to violation of the School District Code of Conduct.

Motion made by: Glen Goedken

Motion seconded by: Mark Brown

Voting

Unanimously Approved

**N. Consider Date Change for the Regular May Board Meeting**

Board members set the regular May board meeting date and time for Monday May 12, 5:00 PM in the Middle School library. Since the High School Awards Program is scheduled for May 14, the board will meet on the 12th to approve the Bowers Scholarship recipients.

Board members agreed to meet at East Elementary at 4:15 PM on May 12 for a brief building tour, prior to the meeting at 5:00 PM.

Motion made by: Randy Merley

Motion seconded by: Glen Goedken

Voting

Unanimously Approved

**O. Set Date and Time for FY14 Budget Amendment Hearing**

Superintendent Spears recommended the board schedule the date and time for the Budget Amendment Hearing. He recommended the board consider including the hearing during the regular May meeting date of May 12, 5:30 PM.

Motion made by: Susan Rensink

Motion seconded by: Randy Merley

Voting

Unanimously Approved

**P. 2014-15 East Elementary Volunteer Handbook (1st Reading)**

Board members considered first reading of the 2014-15 East Elementary Volunteer Handbook. Ms. Langholdt reported very few changes from the current year handbook.

Motion made by: Susan Rensink

Motion seconded by: Glen Goedken

Voting

Unanimously Approved

**Q. 2014-15 Staff Activity Handbook (1st Reading)**

Board members considered first reading of the 2014-15 Staff Activity Handbook. Administrators highlighted language changes in the Academic Eligibility Policy, as well as other minor revisions.

Motion made by: Mark Brown

Motion seconded by: Glen Goedken

Voting

Unanimously Approved

**R. 2014-15 Staff Handbook (1st Reading)**

Board members reviewed first reading of the 2014-15 Staff Handbook. Superintendent Spears noted no major changes, but that he may add a school business procedure section to the handbook.

Motion made by: Glen Goedken

Motion seconded by: Randy Merley

Voting

Unanimously Approved

**S. 2014-15 Substitute Teacher Handbook (1st Reading)**

Board members reviewed the 2014-15 Substitute Teacher's Handbook, for first reading.

Motion made by: Randy Merley

Motion seconded by: Mark Brown

Voting

Unanimously Approved

**T. 2014-15 Student Handbooks (1st Reading)**

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

Board members received for first reading, the 2014-15 Student/Parent Handbooks for each of the buildings: Elementary, Middle School and High School.

Motion to approve first reading of all three handbooks.

Motion made by: Randy Merley

Motion seconded by: Glen Goedken

Voting

Unanimously Approved

**U. Board Policy Review (1st Reading)**

Board members considered first reading of the 900 series of Board Policy, 900 through 905.2; as well as Board Policy 503.4R2. Superintendent Spears added that he may be recommending a change to 905.1E1 Use of Facilities-Application Form, to include requirements for Proof of Insurance for outside entities using school district facilities.

Motion made by: Susan Rensink

Motion seconded by: Mark Brown

Voting

Unanimously Approved

**IX. ANNOUNCEMENTS**

- A. **ABLE Meeting, Tuesday, April 15, 2014, 6:00 p.m.; Sheldon**
- B. **IASB Safety Group Insurance Meeting, Tuesday, May 6, 2014, 9:00-11:45 a.m.**
- C. **IASB Virtual Get-Togethers for Board Presidents, May 7, 2014, 7:00-8:00 p.m.**
- D. **IASB School Law Conference, Thursday, May 15, 2014, 9:00 a.m.-4:00 p.m., Altoona**

**X. ADJOURN**

There being no further business, board president called for a motion to adjourn. Meeting adjourned at 9:10 PM.

Board members entered Exempt Session at 9:13 PM, for the purpose of discussion and strategy regarding 2014-15 salaries for classified staff.



Exempt Session ended at 9:48 PM.

Motion made by: Glen Goedken

Motion seconded by: Randy Merley

Voting

Unanimously Approved

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Chairperson

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Secretary