Sheldon Community School District
Meeting Minutes

Regular Board Meeting
04/10/2019 05:00 PM
High School Library

Attendees

Voting Members
Kecia Hickman, President
Susan Rensink, Vice President
Jessica Brink, Board Member
Mark Brown, Board Member
Lori Richards, Board Member

I. CALL TO ORDER - ROLL CALL

At 5:00 PM, Board President Kecia Hickman called the meeting to order with the following members present: Kecia Hickman, Susan Rensink, Mark Brown, Jessica Brink and Lori Richards.
Superintendent Cory Myer and Board Secretary LaDonn Hartzell were present.
Administrators present: Sherrie Zeutenhorst, High School Principal and Jason Groendyke, Elementary Principal, Cindy Barwick, Middle School Principal, and Activities Director Eric Maassen.
Press: Rachel McDonald, KIWA Radio; Ty Rushing, Iowa Information
Visitors: Christie Seivert, Levi Letsche, Ashton Uitdeflesch, Leon Uitdeflesch, Michelle Uitdeflesch, Hunter Getting, Nicole Getting, Darla Wright, Kaitlin Wright, Cyrah Wright, Kelli Wright, Gabe Peterson, Abby Prins, Megan Prins

II. APPROVAL OF AGENDA

Board President Kecia Hickman called for a motion to approve the agenda as published.
Motion made by: Susan Rensink
Motion seconded by: Jessica Brink
Voting
Unanimously Approved

III. PUBLIC HEARING(S)

A. 2019-20 Budget Public Hearing

At 5:01 PM, Board President Kecia Hickman called for a motion to open the Public Hearing for certification of the 2019-20 budget, as published.
Motion made by: Lori Richards
Motion seconded by: Jessica Brink
Voting
Unanimously Approved

1. Public Comments

There were no written or oral comments from the public regarding the proposed 2019-20 school district budget.

2. Close Public Hearing

At 5:03 PM, Board President called for a motion to close the public hearing.
Motion made by: Susan Rensink
Motion seconded by: Jessica Brink
Voting
Unanimously Approved

IV. COMMUNICATIONS

A. Public Comment

None.

B. Correspondence

1. **NW AEA Board Meeting Minutes - March Board Meeting**
2. **Receipt of "Thank You" Cards**

None.

C. Recognition

Board Members received student lists for recognition and administration had no additional names.

V. Educational Program - Middle School

Christie Seivert and five of her sixth grade students were present to share their speeches from Night of the Notables.

VI. CONSENT AGENDA:

A. Minutes of Past Meeting(s)

Board Members received copies of the minutes from the regular meeting of 03.13.19 and the work session of 03.20.19.

B. Approve Bills

Jessica Brink reviewed the bills this month and recommended all bills for payment.

C. Open Enrollment Application(s)

Superintendent Myer shared the following Open Enrollment requests:

- A.R., Kdgn, from Boyden-Hull CSD to Sheldon CSD (2019-20)
- F.E., 2nd gr., from Sheldon CSD to Boyden-Hull CSD (2018-19)
- J.R., 5th gr., from Sheldon CSD to Boyden-Hull CSD (2018-19)
- L.R., 6th gr., from Sheldon CSD to Boyden-Hull CSD (2018-19)
- J.R., 9th gr., from Sheldon CSD to Boyden-Hull CSD (2018-19)
- L.G., 1st gr., from Sheldon CSD to MOC-FV CSD (2019-20)
- S.H., Kdgn, from MOC-FV CSD to Sheldon CSD (2019-20)
- A.H., 1st gr., from Sheldon CSD to Sioux Center CSD (2018-19)
- B.H., 3rd gr., from Sheldon CSD to Sioux Center CSD (2018-19)
- N.H., 1st gr., from Sheldon CSD to Sioux Center CSD(2018-19)
- A.P., Kdgn, from Sibley-Ocheyedan CSD to Sheldon CSD(2018-19

D. Resignation(s)

None.

E. Contract Adjustment(s)

None.

F. Contract(s) Offered

Superintendent Myer recommended the following contracts:

Heath Anderson, NHS Sponsor--$1,000

Tracy Meyer, School Business Official (SBO)/Business Manager/Board Secretary--$73,000

G. Board Policy Review 2nd Reading

Board Members reviewed the following Board Policies for second reading:

211 Open Meetings
212 Closed Sessions
213 Public Participation in Board Meetings
213.1R1 Public Participation in Board Meetings Regulation
213.1R2 General Complaints by Citizens
214 Public Hearings
215 Board of Directors Records
215.1E1 Board Meeting Minutes
216 Board of Directors' Member Service
216.1 Association Membership
216.2 Board of Directors Member Development and Training
216.3 Board of Directors Member Compensation and Expenses
217 Gifts to Board of Directors
218 Recognition of Employee Loss

300 Role of School District Administration
301 Administrative Structure
301.1 Management
302 Superintendent
302.1 Superintendent Qualifications, Recruitment, Appointment
302.2 Superintendent Contract and Contract Non-renewal
302.3 Superintendent Salary and Other Compensation
302.4 Superintendent Duties
302.5 Superintendent Evaluation
302.6 Superintendent Professional Development
302.7 Superintendent Civic Activities
302.8 Superintendent Consulting/Outside Employment

H. Acceptance of Gifts/Donations

None.

Board President called for a motion to approve the Consent Agenda items as presented.
Motion made by: Mark Brown
Motion seconded by: Lori Richards
Voting
Unanimously Approved

VII. REPORTS

A. Financial Reports

Board Members received March financial reports to include the Budget Monitor Report, Categorical Report, Cash & Investment Report, Bank Reconciliations, Nutrition and Activity Fund Reports.

Board President called for a motion to approve March financial reports as presented.
Motion made by: Jessica Brink
Motion seconded by: Mark Brown
Voting
Unanimously Approved

B. Board Member Reports

1. NSBA National Conference

Board Member, Mark Brown shared brief highlights from the NSBA National Conference he attended in Philadelphia. He offered to share information at each of the next several meetings.

C. Special Reports

None.

D. Administration

1. Elementary School Principal

Jason Groendyke, Elementary Principal provided a written report for Board Members, reviewed that report, and was available for questions.

2. Middle School Principal

Cindy Barwick, Middle School Principal provided a written report for Board Members, reviewed that report, and was available for questions.

3. High School Principal

Sherrie Zeutenhorst, High School Principal provided a written report for Board Members, reviewed that report, and was available for questions.

4. Activities Director

Eric Maassen, Activities Director, provided a written report for Board Members, reviewed that report, and was available for questions.

5. **Superintendent**
    a. **Leader In Me**
        Superintendent Myer shared information regarding a leadership program called Leader in Me. Administration is considering the implementation of this K-12 program.
    b. **Revenue Estimating Conference**
        Superintendent Myer shared information regarding the Revenue Estimating Conference, conducted on March 15.
    c. **HS Welding Class**
        For information, Superintendent Myer shared that the high school welding class will be participating in some activities outside the classroom with local businesses, including Rosenboom, Maintainer and Demco.

VIII. OLD BUSINESS

IX. NEW BUSINESS

A. FY20 Budget

Superintendent Myer recommended the Board approve the 2019-20 School District Budget for certification, as published.
Motion made by: Mark Brown
Motion seconded by: Susan Rensink
Voting
Unanimously Approved

B. Consider Cooperative Agreement with Boyden-Hull CSD for a Shared Industrial Technology Teacher

Superintendent Myer recommended the Board approve the Cooperative Agreement with the Boyden-Hull Community School District for a Shared Industrial Technology Teacher for 2019-20.
Motion made by: Jessica Brink
Motion seconded by: Lori Richards
Voting
Unanimously Approved

C. Consider Iowa Association for Educational Purchasing Agreement

Superintendent Myer recommended the Board approve the 2019-20 Purchasing Agreement through Iowa Area Education Agency.
Motion made by: Jessica Brink
Motion seconded by: Lori Richards
Voting
Unanimously Approved

D. Approve District Career Guidance Plan

Superintendent Myer recommended the Board approve the 2018-19 District Career Guidance Plan as presented.
Motion made by: Susan Rensink
Motion seconded by: Mark Brown
Voting
Unanimously Approved

E. Set Non-Resident 2019 Summer Driver Education Tuition

Superintendent Myer recommended the Board set a non-resident Summer Driver's Education Tuition fee of $390 for the summer of 2019.
Motion made by: Lori Richards
Motion seconded by: Jessica Brink

Voting

Unanimously Approved

F. Adopt Teacher Appreciation Week Proclamation

Board President Kecia Hickman read the Teacher Appreciation Week proclamation as follows. Superintendent Myer recommended the Board adopt the proclamation.

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, 2019 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 made by: Susan Rensink

Motion seconded by: Lori Richards

Voting

Unanimously Approved

G. Approve Class of 2019 Graduates

Superintendent Myer recommended the Board approve the Class of 2019 list of graduates pending successful completion of all requirements for graduation.

Motion made by: Jessica Brink

Motion seconded by: Mark Brown

Voting

Unanimously Approved

H. Elementary & Middle Summer School Programs

Superintendent Myer recommended the Board approve the East Elementary and Middle School Summer School Programs as presented.

Motion made by: Lori Richards

Motion seconded by: Susan Rensink

Voting

Unanimously Approved

I. 2019-20 East Elementary Volunteer Handbook (1st Reading)

Board Members considered first reading for the 2019-20 East Elementary Volunteer Handbook.

J. 2019-20 Staff Activity Handbook (1st Reading)

Board Members considered first reading of the 2019-20 Staff Activity Handbook.

K. 2019-20 Student Handbooks (1st Reading)

1. Elementary School Student/Parent Handbook

Board Members considered first reading of 2019-20 East Elementary Student/Parent Handbook.

2. **High School Student/Parent Handbook**

   Board Members considered first reading of the 2019-20 High School Student/Parent Handbook.

3. **Middle School Student/Parent Handbook**

   Board Members considered first reading of the 2019-20 Middle School Student/Parent Handbook.

L. Tiered Diploma Proposal (1st Reading)

High School Principal, Sherrie Zeutenhorst shared first reading for a proposal for a Tiered Diploma program.

M. Sheldon CSD Preschool Classroom

Superintendent Myer recommended the Board approve operation of the Sheldon Community School District 4-year Old Pre-School program.

Motion made by: Jessica Brink

Motion seconded by: Susan Rensink

Voting

Unanimously Approved

N. Lease with Children's World for Preschool Classroom

Superintendent Myer presented the Lease between Sheldon Community School District and Children's World, for utilization of the building for the district's own 4-year old preschool program. The lease refers to $1000 per month rent the district would pay to use the building. Since this Lease was just presented to the Board at this meeting, Board Members agreed to table action on this Lease until next regular meeting.

Motion made by: Jessica Brink

Motion seconded by: Lori Richards

Voting

Unanimously Approved

O. Board Policy Review (1st Reading)

Board Members considered first reading for the following Board Policies:

303.1 Administrative Positions
303.2 Administrator Qualifications, Recruitment, Appointment
303.3 Administrator Contract and Contract Nonrenewal
303.4 Administrator Salary and Other Compensation
303.5 Administrator Duties
303.6 Administrator Evaluation
303.7 Administrator Professional Development
303.8 Administrator Civic Activities
303.9 Administrator Consulting/Outside Employment
304.1 Development and Enforcement of Administrative Regulations
304.2 Monitoring of Administrative Regulations
305 Administrator Code of Ethics
306 Succession of Authority to the Superintendent
306.R1 Organization Chart
307 Communication Channels
308 Administrator Conflict of Interest

P. Closed Session (Consider Student Discipline Recommendation)

1. Motion to Enter Closed Session

At 7:32 PM, Board President called for a motion to enter closed session for discussion of student discipline recommendation, per Iowa Code 21.5(1)(e).
Motion made by: Susan Rensink
Motion seconded by: Jessica Brink

Voting
Unanimously Approved

2. Motion to End Closed Session

At 7:37 PM, Board President called for a motion to end closed session.
Motion made by: Susan Rensink
Motion seconded by: Mark Brown
Voting
Unanimously Approved

Q. Consider Student Discipline Recommendation

Following discussion, Superintendent Myer recommended the Board expel Student "Z" from school for the remainder of the second semester of the 2018-19 school year and the first semester of the 2019-20 school year.
Motion made by: Jessica Brink
Motion seconded by: Lori Richards
Voting
Unanimously Approved

X. ANNOUNCEMENTS

A. IASB Policy Leadership and Legal Issues, Thursday, April 18, 2019, Altoona

B. IASB Fiscal Management Conference, Wednesday, July 17, 2019, Ames

XI. EXEMPT CLOSED SESSION (Collective Bargaining Strategy Session)

A. Motion to Enter Exempt Session

At 7:37 PM, Board President called for a motion to enter exempt session for Collective Bargaining Strategy.
Motion made by: Mark Brown
Motion seconded by: Jessica Brink
Voting
Unanimously Approved

B. Motion to End Exempt Session

At 8:17 PM, Board President called for a motion to close exempt session.
Motion made by: Susan Rensink
Motion seconded by: Jessica Brink
Voting
Unanimously Approved

XII. ADJOURN

There being no further business, Board President called for a motion to adjourn.
Meeting adjourned at 8:17 PM.
Motion made by: Susan Rensink
Motion seconded by: Jessica Brink
Voting
Unanimously Approved

Chairperson

Secretary