

**Minutes of the Regular Meeting  
Board of Directors  
Vinton-Shellsburg Community Schools  
September 18, 2017**

**Call to Order**

President Sue Gates called the regular meeting to order at 7:00 p.m. in the Vinton-Shellsburg District Office.

**Roll Call / Pledge of Allegiance**

Sue Gates, Kathy Van Steenhuyse, Jason Hicok, Rob Levis by telephone, Mike Timmermans, Kyle Schminke, Mary Jo Hainstock, Superintendent, and Brenda Barkdoll Board Secretary/Treasurer were present with the exception of Brenda Bartz.

**Audience Comments**

Sue Gates recognized Bev Lechtenberg for 30 years of service to Vinton-Shellsburg Schools. New teachers to the district were also recognized.

The FFA chapter officers shared information about their plans for the year. They have requested for approval of the board to allow them to travel to Indianapolis and Ames for events.

Molly Noren shared an overview of the process we use for screening volunteers.

**Approval of Minutes of Previous Meetings**

**676.** It was moved by Mike Timmermans and seconded by Jason Hicok to accept the minutes as presented. Motion carried 6/0.

**Unfinished Business**

Examine the Financial Books and Settle Secretary's and Treasurer's Statements from Previous Fiscal Year (2016-17), July Financials and August Financials

**677.** It was moved by Kyle Schminke and seconded by Kathy Van Steenhuyse to accept the financial books and the financial statements from the 2016-2017 school year, and the regular reports from July and August 2017. Motion carried 6/0.

Approve Payment for Claims

**678.** It was moved by Kathy Van Steenhuyse and seconded by Mike Timmermans to approve the claims as presented. Motion carried 6/0.

Other Unfinished Business

There is no other unfinished business at this time.

Review Board Accomplishments

Board members reflected on their accomplishments during the 2016-17 school year.

Review Canvas of Votes

At Large (two positions) – Sue Gates (124 votes) and Rob Levis (116 votes)

District #1 (one position) – Mike Timmermans (138 votes)

**Adjournment of the Retiring Board**

Sue Gates adjourned the meeting at 7:38 p.m.

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## **Administration of the Oath of Office for Newly Elected Board Members**

**679.** Barkdoll administered the oath of office to Sue Gates and Mike Timmermans. Rob Levis had done the oath earlier in the day.

## **Election of Officers: President and Vice-President and Administration of the Oath of Office**

**680.** Barkdoll took nominations for president. It was moved by Gates and seconded by Schminke to nominate Rob Levis as president. Timmermans moved nomination ceased, Kathy Van Steenhuyse seconded and motion approved. A unanimous ballot was cast on his behalf. Levis took the oath of office. Barkdoll took nominations for vice-president. It was moved by Van Steenhuyse and seconded by Timmermans to nominate Sue Gates as Vice President. Schminke moved nominations cease, Timmermans seconded and motion was approved. A unanimous ballot was cast on her behalf. Gates took the oath of office. Levis vacated the chair for the remainder of the meeting and Gates accepted the chair.

## **Appoint Secretary/Treasurer**

**681.** It was moved by Timmermans and seconded by Hicok to appoint Brenda Barkdoll As Board Secretary-Treasurer for the 2017-18 school year. Motion carried 6/0. The oath of office was administered.

## **Set Day, Time and Adopt Written Rules and Procedures that will be Followed in Conducting Board Minutes**

**682.** It was moved by Hicok and seconded by Schminke to meet on the second Monday of the month using Robert's Rules of Order. Motion carried 6/0.

## **Appoint Legal Counsel**

**683.** It was moved by Van Steenhuyse and seconded by Schminke that Mossman and Mossman continue as the District's legal counsel for the 2017-18 school year. Motion carried 6/0.

## **Appoint Committee Assignments**

**684.** It was moved by Timmermans and seconded by Schminke to approve the committee assignments. Motion carried 6/0.

## **Appoint Truant Officers, Asbestos Coordinator, Level I and Level II Investigators**

**685.** It was moved by Schminke and seconded by Hicok that the principals serve as the truant offices, Les Bearbower serves as the Asbestos Coordinator, and the Level I and Level II investigators are as recommended. Motion carried 6/0.

## **Appoint Official District Depositories**

**686.** It was moved by Van Steenhuyse and seconded by Timmermans to name the official financial depositories for 2017-18 as listed. Motion carried 6/0.

## **Appoint Official Publication**

**687.** It was moved by Hicok and seconded by Schminke to appoint the Vinton Newspapers as the district's official publication. Motion carried 6/0.

### **Administrator Reports**

Shelly Petersen is looking at fall reporting data and there are many activities at the Middle School.

Ryan Davis shared testing started earlier in the day and data teams start Friday at Shellsburg Elementary. New reading series is going well.

Matt Kingsbury shared the high school is running well with only minor issues so far. Thursday is high school academic awards night at 7 p.m., it's fall reporting time for district, and homecoming is next week with multiple activities

Tony Islas shared that enrollment is high in the alternative high school finishing first session with 22 students which is higher than last year.

Jim Murray provided a written report.

### **Superintendent Reports**

Superintendent Hainstock reported on student enrollments, Open Enrollment Applications, August All-Staff Overview, School Board Association Convention, Insurance dividend, Transportation Annual Report, and the calendar.

### **Board Reports/Requests**

Van Steenhuyse, Gates, and Levis shared information from attending the annual audit exit report.

Gates, Levis, Timmermans, and Schminke participated in some of the back-to-school sessions with staff.

### **General Business of the Board**

#### Consent Items

**688.** It was moved by Schminke and seconded by Hicok to accept the consent items as presented. Motion carried 6/0.

#### Approve Change Orders for Tilford HVAC Project

**689.** It was moved by Timmermans and seconded by Van Steenhuyse to approve the change orders as recommended. Motion carried 6/0.

#### Applications for Modified Allowable Growth for Negative Special Education Balance

**690.** It was moved by Timmermans and seconded by Schminke to request allowable growth and supplemental state aid for the negative special education balance for the 2016-17 year in the amount of \$297,650.70. Motion carried 6/0.

#### Accept Land Donations

**691.** It was moved by Van Steenhuyse and seconded by Schminke to accept the land donation at 1701 and 1717 2<sup>nd</sup> Avenue, Vinton. Motion carried 6/0.

#### Letter of Understanding with Benton County Fair Board Association

**692.** It was moved by Schminke and seconded by Hicok to approve the Letter of Understanding between the school district and the Benton County Agricultural Society, Inc. Motion carried 6/0.

#### Vote on Grant Wood Representative

**693.** It was moved by Schminke and seconded by Timmermans for V-S to cast its ballot for Grant Wood AEA 10 board member for Sue Gates. Motion carried 5/0 with Gates abstaining.

Goals for 2017-18

694. It was moved by Hicok and seconded by Schminke to adopt the 2017-18 goals as presented. Motion carried 6/0.

Early Retirement

Superintendent Hainstock shared some survey results with the board meeting. The board asked the topic be placed on the agenda in November.

First Reading on Miscellaneous Board Policies

The board reviewed the policies based on chapter 20 and other changes.

Resolution in Support of Public Education

695. It was moved by Timmermans and seconded by Van Steenhuyse to present the resolution and move for its adoption. Motion carried 6/0.

Proclamation of September as Attendance Awareness Month

696. It was moved by Hicok and seconded by Timmermans to endorse the proclamation and recognize September as Attendance Awareness Month for Vinton-Shellsburg Schools. Motion carried 6/0.

**Audience comments on any of the preceding items**

There were no audience comments on any of the preceding items at this time.

**Correspondence Items/Reports**

- Volunteer Packet – This is what each potential volunteer gets.
- Board Policy 204 Code of Ethics
- Transportation Report
- School Meal Program Application
- ACT Data for 2017 Graduates
- Enrollment Data
- Invitation to VSHS Academic Awards Assembly

**Adjournment**

Sue Gates adjourned the meeting at 8:33 p.m.

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Rob Levis, President

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Brenda Barkdoll, Secretary