**Shenandoah Community School District**

**Minutes of the Annual Meeting of the Board of Directors – December 9, 2019**

**Administration Board Room**

**Call to Order:**

Board President Jean Fichter called the meeting to order at 5:00 pm.

**Roll Call:**

Roll Call was answered by Directors Jean Fichter, Kathy Langley, Greg Ritchey, Timothy Smith and Adam Van Der Vliet. Also present were Superintendent Dr. Kerri Nelson, School Business Official Sherri Ruzek and Board Secretary Lisa Holmes.

**Mission Statement:**

The SCSD Mission Statement was read by Director Van Der Vliet.

**Welcome to Audience:**

President Fichter welcomed everyone to the meeting.

**Open Forum:**

None

**Action Items:**

***Approval of Previous Minutes***

Motion to approve by Director Ritchey, second by Director Langley. Motion carried unanimously.

***Approval of Treasurer’s Report***

Motion to approve Account Balances, Unspent Authorized Budget Report and Accounts Payable by Director Langley, second by Director Smith. Motion carried unanimously.

***Review and Approve Election Results***

Motion to approve by Director Ritchey, second by Director Langley. Motion carried unanimously.

**Adjournment of Retiring Board**:

Motion by Director Ritchey, second by Director Langley to adjourn the meeting at 5:03 pm. Motion carried unanimously. Directors Ritchey and Smith were thanked for their service.

**Minutes of the Reorganizational Meeting of the Board of Directors – December 9. 2019**

**Call to Order:**

Board Secretary Lisa Holmes called the meeting to order at 5:05 pm.

**Roll Call:**

Roll Call was answered by Directors Darrin Bouray, Jean Fichter, Jeff Hiser, Kathy Langley and Adam Van Der Vliet. Also present were Superintendent Dr. Kerri Nelson, School Business Official Sherri Ruzek and Board Secretary Lisa Holmes.

**Oath of Office:**

Board Secretary Lisa Holmes administered the oath of office to new board members Darrin Bouray and Jeff Hiser.

**Election of Board President and Oath:**

Director Hiser nominated himself for Board President. Director Langley nominated Director Fichter. Discussion was held regarding voting procedure. Director Langley made a motion to follow the advice of legal counsel and use a paper ballot for voting, of which all would be read aloud by the board secretary stating the name of the person voting and whom they voted for. Director Fichter seconded the motion. Ayes – Bouray, Fichter, Langley, Van Der Vliet, Nays – Hiser. Motion carried on a 4-1 vote. Paper ballots were handed out, collected and read by the board secretary with Directors Bouray, Fichter, Langley and Van Der Vliet voting for Director Fichter and Director Hiser voting for himself. Director Fichter was elected on a 4-1 vote. Board Secretary Lisa Holmes administered the oath of office to newly elected Board President Jean Fichter who then presided over the meeting.

**Election of Board Vice President & Oath**

Director Langley nominated Director Van Der Vliet. Director Hiser nominated Director Langley. Director Langley declined. Paper ballots were handed out, collected and read by the board secretary with Directors Bouray, Fichter, Langley and Van Der Vliet voting for Director Van Der Vliet and Director Hiser abstaining. Director Van Der Vliet was elected on a 4-0 vote with Director Hiser abstaining. Board Secretary Lisa Holmes administered the oath of office to newly elected Vice President Adam Van Der Vliet.

**Administrative Reports:**

*Mental Health Supports for Students:* Mrs. Spiegel gave a report on the mental and behavioral needs that are being addressed by the district. Currently 4 students are receiving services outside of the district. The administration team is looking into starting a program in district for the 2020-2021 school year.

**Consent Agenda:**

Personnel Requests: Contracts: Derek Howard, Substitute Bus Driver - $36.30/route, $14.37/hour. Resignations: Holly Saner, Part-time Custodian – effective Dec. 6; Steve Hielen, Building and Grounds Director – effective Nov. 25 and Taylor Powers, 9th Grade Softball Coach. Fundraising Requests as noted. Grant Request: Stephanie Langner, RPP Mini Grant to purchase equipment upgrades in the FCS room. Early Graduation Requests – December 2019 pending all requirements are met: Nicholas Bartles. Motion by Director Langley, second by Director Van Der Vliet. Motion carried unanimously.

**Action Items:**

***Approve Appointment of Ahlers & Cooney as SCSD Attorney:***

Motion by Director Van Der Vliet, second by Director Langley. Motion carried unanimously.

***Approve Bank Iowa and Century Bank as SCSD Depositories:***

Motion by Director Van Der Vliet, second by Director Langley to approve Bank Iowa and Century Band as depositories. Director Hiser questioned if we needed to have a temporary approval due to the pending change in ownership of Century Bank. Dr. Nelson shared that the new owners would have to abide by the current RFP that is in effect until February of 2020. After discussion the board voted on the original motion. Ayes – Langley, Van Der Vliet, Fichter, Nays – Hiser. The motion carried on a 3-1 vote with Director Bouray abstaining.

***Approve Valley News Today as SCSD Publication:***

Motion by Director Van Der Vliet, second by Director Bouray. Motion carried unanimously.

***Approve Permit Set for Renovation Bid Set 1:***

Motion by Director Van Der Vliet, second by Director Langley. Motion carried unanimously.

***Approve Renovation Set 2 Proposal with Carl A. Nelson and Company:***

Motion by Director Van Der Vliet, second by Director Bouray. Motion carried unanimously.

***Approve SBRC Application – Increasing Enrollment at $52,976:***

Motion was made by Director Van Der Vliet, seconded by Director Langley to authorize the district’s administration to submit a request to the School Budget Review Committee in the amount of $52,976 for MSA for increasing enrollment for the 2019-2020 school year. The motion carried by a vote of 5-0.

***Approve SBRC Application – Open Enrollment Out not In Fall of 2018 at $109,796.80:***

Motion was made by Director Langley, seconded by Director Bouray to authorize the district’s administration to submit a request to the School Budget Review Committee in the amount of $109,796.80 for MSA for open enrollment out not in fall of 2018 for the 2019-2020 school year. The motion carried by a vote of 5-0.

***Approve SBRC Application – Limited English Proficient Instruction Beyond 7 Years at $3,027.20:***

Motion was made by Director Langley, seconded by Director Van Der Vliet to authorize the district’s administration to submit a request to the School Budget Review Committee in the amount of $3,027.20 for MSA for limited English proficient instruction beyond 5 years for the 2019-2020 school year. The motion carried by a vote of 5-0.

**Informational Items:**

Next Regular Meeting – January 13, 2020 at 5:00 pm

**Adjournment:**

Motion by Director Van Der Vliet, second by Director Langley to adjourn the meeting at 5:54 pm. Motion carried unanimously.

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Board Secretary Board President