

**Minutes of the Regular Meeting  
Board of Directors  
Vinton-Shellsburg Community Schools  
November 22, 2021**

**Call to Order**

President Rob Levis called the regular meeting to order at 6:09 p.m. in Central Office Board Room.

**Roll Call / Pledge of Allegiance**

Sue Gates, Kathy Van Steenhuyse, Rob Levis, Mike Timmermans, Tom Burke, Jake Fish, Becky Williams, Kyle Koeppen, Superintendent, and Brenda Barkdoll Board Secretary/Treasurer were present.

**Audience Comments**

There were no audience comments at this time.

**Approval of Minutes of Previous Meetings**

**1089.** It was moved by Williams and second by Gates to accept the minutes as presented. Motion carried 7/0.

**Unfinished Business of the Board**

Examine Current Fiscal Year Financials

**1090.** It was moved by Timmermans and seconded by Burke to accept the regular reports from the current fiscal year 2022. Motion carried 7/0.

Approve Payment for Claims

**1091.** It was moved by Fish and seconded by Burke to approve the claims as presented. Motion carried 7/0.

Other Unfinished Business

The board discussed the completion of solar array through partnership with the city utility and facilities planning.

Review Board Accomplishments

The Board reflected on their accomplishments of last year.

**Review Canvas of Vote**

The board reviewed the official canvas of votes.

**Adjournment of the Retiring Board**

Levis adjourned the retiring board meeting at 6:35 p.m.

**Call to Order**

Vice President Kathy Van Steenhuyse called the regular meeting to order at 6:52 p.m. in the Central Office Board Room.

**Roll Call**

Kim Schirm, Kathy Van Steenhuyse, Jennifer Birker, Darin Humiston, Tom Burke, Jake Fish, Becky Williams, Kyle Koeppen, Superintendent, and Brenda Barkdoll Board Secretary/Treasurer were present.

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

**1092.** Barkdoll administered the oath of office to Darin Humiston, Kim Schirm, and Jenni Birker.

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

**1093.** Barkdoll took nominations for president. It was moved by Fish and seconded by Van Steenhuyse to nominate Tom Burke as president. A unanimous ballot was cast on his behalf. Barkdoll administered the oath of office to Tom Burke. Tom Burke took nominations for vice president. It was moved by Williams and seconded by Fish to nominate Van Steenhuyse as vice president. A unanimous ballot was cast on her behalf. The oath of office was administered by Tom Burke.

### **Appoint Secretary/Treasurer**

**1094.** It was moved by Van Steenhuyse and seconded by Fish to appoint Brenda Barkdoll as Board Secretary/Treasurer for the 2021-22 school year. Motion carried 7/0. The oath of office was administered.

### **Set Board Meeting Schedule**

**1095.** It was moved by Williams and seconded by Fish to meet on the third Monday of the month using Robert's Rules of Order and allow the time to be adjusted based on our schedules with summer meetings starting earlier. Motion carried 7/0. The next board meeting is scheduled for Dec. 13<sup>th</sup> at 5:30 p.m.

### **Appoint Legal Counsel**

**1096.** It was moved by Fish and seconded by Birker to have Ahlers and Cooney serve as the school's legal counsel for the 2021-22 school year. Motion carried 7/0.

### **Appoint Committee Assignments/tabled**

The board will discuss the committee assignments and present to next board meeting. Motion carried 7/0.

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

**1098.** It was moved by Fish and seconded by Van Steenhuyse to have the principals serve as the truant officers. Colin Carolus serves as the Asbestos Coordinator, and the Level I and Level II investigators are as recommended. Motion carried 7/0.

### **Appoint Official District Depositories**

**1099.** It was moved by Williams and seconded by Schirm to name the official financial depositories for the 2021-22 as presented. Motion carried 7/0.

### **Appoint Official Publication**

**1100.** It was moved by Humiston and seconded by Schirm to appoint the Vinton Newspapers as the district's official publication. Motion carried 7/0.

### **Administrator Report**

Administrator reports are listed in the correspondence.

### **Superintendent Reports**

Superintendent Koeppen reported on open enrollment applications, School Board Association Convention, WaMac Conference membership, COVID data update, Iowa Local Government Risk Pool, Facilities Assessment Presentation data, and the calendar.

### **Board Reports/Requests**

The board members shared information from attending the School Board Convention.  
Tom Burke shared information on the Veterans Assembly.

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

#### Consent Items

**1101.** It was moved by Fish and seconded by Williams to accept the consent items as presented. Motion carried 7/0.

Vote on Grant Wood Representative

**1102.** It was moved by Schirm and seconded by Van Steenhuyse to cast its ballot for Grant Wood AEA 10 board member to Sue Gates. Motion carried 7/0.

Strategic Plan/Goals for 2021-22

The board discussed goals that drive the work as a district and how to measure progress towards reaching each of the goals.

Physical Plan and Equipment Levy/ SAVE / Schoolhouse Fund

**1103.** It was moved by Fish and seconded by Schirm to approve the items recommended under on-going commitments, items in process, and new recommendations from the principals. Motion carried 7/0.

Academic Calendar Change

**1104.** It was moved by Humiston and seconded by Birker to change the early release day of Monday, March 7<sup>th</sup> to Tuesday March 8<sup>th</sup>, 2022. Motion carried 7/0.

School Budget Review Committee Application for Allowable Growth

**1105.** It was moved by Van Steenhuyse and seconded by Fish to approve the application for allowable growth including additional authority for increasing enrollment for \$504,444.60; increase in the number of students who are open enrolled and served for more than 5 years in our ELL for \$3,035.34 for a total of \$507,479.94. Motion carried 7/0.

Budget and Fianance

**1106.** It was moved by Schirm and seconded by Humiston to approve the line-item budget for Fiscal Year 2022. Motion carried 7/0.

First Reading on Miscellaneous Board Policies and Series 400 and 900.

The second and final reading will be done at the December board meeting.

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

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

**Correspondence Items/Reports**

- Board Policy 204 Code of Ethics
- Mr. Reeve's Board Report
- Mr. Kingsbury's Board Report
- Mrs. Petersen's Board Report

**Adjournment**

Tom Burke adjourned the meeting at 8:19 p.m.

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Tom Burke, President

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Brenda Barkdoll, Secretary