

SAYDEL COMMUNITY SCHOOL DISTRICT
5740 NE 14TH STREET
DES MOINES, IA 50313

REGULAR BOARD MEETING MINUTES

6:00 P.M.
Saydel District Office Boardroom
Monday, August 11, 2008

AGENDA

- I. Call the Meeting to Order – Meeting called to order at 6:00 P.M. by President, Joel Godwin.
 - A. Roll Call – Brian Bowman, Paul Breitbarth, Buddy Hicks, Ray Livingston, Melissa Sassman and Joel Godwin. Kirk Hartung - absent
 - B. Approve the Agenda – Motion to approve by Buddy Hicks, seconded by Brian Bowman. Motion carried 6/0.

- II. Public Comments - None

- III. Board Reports –
 - Paul Breitbarth noted that he and Brian Bowman are the only candidates running for two seats on the Board. The candidates would like to have a forum for the patrons of the district to attend and question the candidates about any issues or concerns they may have about the district. Monday, August 25th from 7:30 P.M. to 8:30 P.M. in the Board Room at the District Office was decided upon as the date, time and place. Notes will be sent home with students and we will publish it on our website.
 - Melissa Sassman complimented Dr. Van Gorp on the Communicator – she had heard from several people about how much they enjoyed and appreciated the information that is being communicated.

- IV. Superintendent’s Report
 - A. Activity Director’s Report
 1. Scrolling Scoreboard Revenue for 2008-09 – Dale Otte presented the Board with a handout showing the revenue generated from the advertising purchased through All-Iowa Score Tables, L.L.C. The projected profit for the 2008-09 school year from advertisers as of May 2008 is \$3,050.00.
 2. Student Recognition – Several student athletes received post season awards this summer in baseball and softball:

Baseball

 - The team broke eight Saydel Baseball Season Records.
 - 1st Team All-Conference: Brent Stanton, Logan Gaulke, Zach Buehrer, Chad Garton
 - 2nd Team All-Conference: Sean Shafer, Zach Roth
 - 1st Team All-District: Brent Stanton, Zach Buehrer, Sean Shafer, Zach Roth
 - 2nd Team All-District: Chad Garton, Logan Gaulke
 - 1st Team All-State: Brent Stanton
 - Senior All-Star Game Participant and MVP: Brent Stanton

Softball

- 1st Team All-Conference: Christina Bradley, Kathy Kain
- 2nd Team All-Conference: Kaylee Christensen
- Honorable Mention All-Conference: Rachel Torgerson
- 2nd Team All-State: Christina Bradley
- Honorable Mention All-State: Kathy Kain

3. Activity Calendar - Dale Otte finished working on the activity calendar for the 2008-09 school year and although he had tried to avoid scheduling any activities on Board Meeting dates, he said it could not be avoided during March and May. As before, the Board will probably schedule those monthly meetings earlier than 6:00 P.M. so that members can attend the activities scheduled.

B. PACE Program – Lora Wunsch, Director of Student Services and Curriculum, introduced two representatives from the PACE Program (Porter Avenue Center for Education) John Spinks and Maureen Kennedy. The PACE Program was started in 1983 and provides educational services for students. The program started out serving only Special Education students but now serves all students. We will have the use of this program and the staff will be located at Norwoodville next to the Eagle Academy. High school and middle school students will be the first to use the PACE Program. The case worker from PACE will serve as a bridge for the student between his/her family and the school. A therapist from Child Guidance will also be available in our district this year for our students. We are fortunate to have these services available to our students.

C. Professional Development –

- Tracy Hook is serving on the Legislative Committee for SAI this year. This committee serves as a link between SAI (School Administrators of Iowa) and the Iowa Legislature.
- Dr. Van Gorp thanked the Board for their support of her membership in the National Superintendents Roundtable. She recently attended a meeting in Seattle, WA. There were fifty superintendents in attendance and during the meeting they visited Boeing Aircraft and Microsoft Companies. It was evident in their tours that both companies use systemic thinking, with many applications relative to education.

D. Misc. Updates

- Thursday, August 14th is the “Welcome” for all district staff. It will be held in the High School Auditorium from 8:00 to 9:00 A.M. Dr. Van Gorp invited all Board members to attend if they were able. All new certified staff reported today.
- Copies of the 2008-09 Student and Family Handbook from each school were given to each Board member.
- The new septic tank at Cornell is progressing and should be ready no later than Monday, August 18th.
- Jennifer Jamison, Denny Weber and Dr. Van Gorp will meet with Dave Jorgensen of the Baker Group this week to review the results of Phase II of their work on the plans and specifications for air conditioning.
- The Building and Grounds Advisory Committee will also review this information at their next regular meeting Thursday, August 26th, 3:30 – 5:30 P.M.

V. Discussion/Action Items

A. Consent Agenda – Motion to approve by Melissa Sassman, seconded by Paul Breitbarth. Motion carried 6/0.

1. Approve Minutes of Previous Meetings
2. Approve Bills for Payment
3. Approve Financial Reports

B. Personnel – Motion to approve by Buddy Hicks, seconded by Paul Breitbarth. Motion carried 6/0.

1. Resignations/Terminations

<u>Name</u>	<u>Position/Bldg.</u>	<u>Reason</u>
Shannon Wallace	Early Childhood Spec. Ed. Assoc. (ECSE)/CO	Personal

2. New Hires

<u>Name</u>	<u>Position/Bldg.</u>	<u>Salary/Stipend</u>
**Cory Allison	7 th Grade Football Coach	\$2,176
*Marsha Herron	Business Teacher/HS	\$36,308
Amy Overton	SysOp/NW	\$1,360
*Kathy Westerhof	Spec. Ed. Tchr./NW	\$29,410 (pro-rated)
*Tammy Conner	Counselor/NW & WS	\$29,952 (pro-rated)
*Danielle Garcia	Spec. Ed. Associate/WS	\$12.08 per hour

Contract Issued by the Superintendent:

Kelly O'Connor	Business Tchr./HS	\$40,028
	DECA	\$408

*Pending a satisfactory background check

** Pending coaching authorization

C. Open Enrollment - None

1. In
2. Out

D. Contracts/Agreements

1. *Des Moines Register* – Advertising Contract – Motion to approve by Buddy Hicks, seconded by Brian Bowman. Motion carried 5/1. Joel Godwin voted no. During the 2007-08 school year the District contracted with the *Des Moines Register* for advertising at a \$20,000 commitment level. For the five years prior to that, the District’s annual advertising costs had ranged from \$16,124.21 to \$63,863.45. The 2007-08 advertising agreement not only included a special line rate for schools, but also included BrandBuilder (gold color, Saydel Eagle, and district description in all ads) and CareerBuilder.com (26 postings with nation-wide coverage on over 1,000 partner sites). The Brandbuilder feature also allowed for a direct link between CareerBuilder and the District website.

The administration recommended an advertising agreement with the *Des Moines Register* at a \$20,000 commitment level, effective August, 2008 through July, 2009.

2. Norwoodville Partial Re-roofing Project – Motion to approve by Ray Livingston, seconded by Paul Breitbarth. Motion carried 6/0.

Bid documents regarding the roofing project at Norwoodville Elementary were opened this afternoon at 2:00 p.m. Bids were received from the Duerson Corporation, 900 East 21st Street, Des Moines, Iowa 50317 and Academy Roofing, 6341 NE 14th Street, Des Moines, Iowa 50313.

The Duerson Corporation was the low bidder in the amount of \$105,675 without alternates.

3. Drake University Head Start – Norwoodville – Motion to approve by Buddy Hicks, seconded by Melissa Sassman. Motion carried 6/0.

A Head Start classroom has been located at Norwoodville Elementary School over the past several years. The program provides a preschool program for eligible Des Moines area residents, including some students from Saydel. The administration recently received a request to continue the agreement between Drake University Head Start and the Saydel Community School District. This agreement is for the 2008-09 school year.

4. Ankeny Christian Academy – Facilities Agreement – Motion to approve by Ray Livingston, seconded by Joel Godwin. Motion carried 6/0.

Ankeny Christian Academy has requested the use of Saydel's football stadium, locker rooms, lights, and restrooms for two of their games during the 2008-09 football season. Included in the attached Facility Agreement is also the request to use the sound system, down markers, yardage markers, pylons, and scoreboard controls. Other terms of the agreement are noted on the Facilities Agreement form.

5. Athletic Training Agreement – Motion to approve by Melissa Sassman, seconded by Buddy Hicks. Motion carried 6/0.

In the past the Saydel Community School District has entered into an annual Athletic Training Agreement with Accelerated of Iowa, LLC for the provision of services to student athletes. Dale Otte, Saydel Activities Director, has reviewed the agreement and is recommending that Saydel continue to use the services provided by Accelerated of Iowa, LLC for the 2008-09 school year.

6. Actuarial Study – Silverstone – Motion to approve by Brian Bowman, seconded by Ray Livingston. Motion carried 6/0.

For Fiscal Year 2008-09, the audited financial statements must include a valuation of the District's Other Post Employment Benefits (OPEB), per the Government Accounting Standards Board (GASB) Statement 45. This valuation will assess the implicit rate subsidy provided to retirees who remain on the District's health insurance plan until they reach age 65, and the amount needed to fund this rate subsidy into the future. Every school district in the state of Iowa will need to have a valuation: most of them are in phase II along with Saydel. Staff obtained two quotes for the service. Silverstone Group's proposal was less expensive, and had a quicker turnaround in order to plan for the current year's Early Retirement Plan. The Finance Advisory Committee has also reviewed this information.

7. Specialty Underwriters Insurance - Motion to approve by Paul Breitbarth, seconded by Melissa Sassman. Motion carried 6/0.

The premium for the District's equipment breakdown insurance will be \$108,595 for Fiscal Year 2008-09. This is an increase of approximately \$3,000 over last year. The insurance covers electrical equipment such as computers, printers, copiers, etc. The insurance allows the District to utilize the Management Fund rather than the General Fund for repairs on electrical equipment.

E. Resolution for 403b TSA Plan – Motion to approve by Melissa Sassman, seconded by Brian Bowman. Motion carried 6/0.

Due to changes in IRS regulations effective January 1, 2009 regarding 403(b) plans, recent legislation requires all entities that provide a 403(b) plan to their employees to select between either a locally administered 403(b) plan or the State of Iowa administered 403(b) plan. The local option would require the District to select up to 5 vendors and the employee unions to select up to 3 vendors for the calendar year 2009. The local plan would also require that for 2010, the plan be bid out. In addition, the local plan would require the use of a Third Party Administrator to assist District staff with the new IRS regulations. The State of Iowa plan has six vendors already chosen, and the State plans to re-bid the program in 2010. The State has an attorney on staff as well as a Third Party Administrator who works with the plan. In addition, the State plan is more cost effective for the District.

As part of the legislation, the District and union representatives must have agreed on which option and then seek Board approval prior to August 15, 2008. Union representatives met with Jennifer Jamison, Business Manager, and have agreed to the State of Iowa 403(b) plan. The Finance Advisory Committee also reviewed this information and is supportive of the State Plan.

The administration recommended Board approval of the District's participation in the State of Iowa 403(b) plan and also a resolution for the 403(b) TSA Plan

F. Field Trip Request- High School Band – Motion to approve by Buddy Hicks, seconded by Paul Breitbarth. Motion carried 6/0.

Tim Jobs, High School Instrumental Music Instructor, has requested permission for his students to compete in the Waseca Classic in Waseca, Minnesota, on Saturday, September 20. Even though the students would travel to and from the competition in the same day, Board Policy 606.5 requires Board approval of all out-of-state trips. The transportation costs would be funded by the Instructional Support Levy.

VI. Adjourn – Motion to adjourn by Brian Bowman, seconded by Melissa Sassman. Motion carried 6/0. Meeting adjourned at 7:32 P.M.

Joel Godwin, Board President

Jane Prange, Board Secretary