

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

REGULAR BOARD MEETING MINUTES

6:00 PM

Saydel District Office Board Room

June 13, 2016

I. Call the Meeting to Order – Meeting called to order by Board President Brian Bowman at 6:00 PM

A. Roll Call – Melissa Sassman, Chad Vitiritto, Roland Kouski, Jr., Henry Wood, Jennifer Van Houten, Brian Bowman, present. Doug Kayser, absent (arrived at 6:16 PM)

B. Approve Agenda – Motion to approve the agenda by Melissa Sassman, seconded by Chad Vitiritto. Motion carried 6/0.

II. Public Comments – None

III. Discussion/Action Items

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

1. Minutes of Previous Meeting
2. Bills for Payment
3. Financial Reports
4. Contracts
 - a) Prime Vendor Bid – Martin Bros. Distributing Co.
 - b) Bread Bid – Bimbo
 - c) Hood Cleaning – General Fire and Safety Equip. Co.
 - d) Milk Bid – Anderson Erickson
 - e) Pizza Bid – Dominos
 - f) Maintenance & Repair Bid – Goodwin Tucker Group
 - g) Fresh Fruit & Vegetable – Loffredo Fresh Produce
 - h) PowerSchool Student Information System Agreement
 - i) Edgenuity (formerly e2020) Agreement
 - j) Cooperative Teaching Agreement – Simpson
 - k) Athletic Trainer Service Agreement – Physiotherapy Assoc.
 - l) Yearbook Printing Agreement – Herff Jones
 - m) 28e Agreement – DMACC STRIVE Program
 - n) Tuckpointing Services – Schoonover
 - o) Microsoft License Agreement – Softchoice

B. Personnel

1. **New Hires** – Motion to approve by Melissa Sassman, seconded by Chad Vitiritto. Motion carried 6/0.

<u>Name</u>	<u>Position/Bldg.</u>	<u>Contract/Salary</u>
Kellie Meyer	8th Grade ELA/WS	\$41,102.00
Becky Atterberg	TAP Mentor/WS	\$4,500.00
Cheryl Schoof	Accounts Payable	\$17.03/hr

Darla Van Houten	Ext. School Year Sped Assoc.	\$13.63/hr
Meghan Price	Ext. School Year Sped Teacher	\$23.00/hr
Stephanie Bader	.5 Preschool Teacher/CE	\$40,230.00
Matthew Thompson	PE Teacher/CE	\$43,717.00
Rebecca Knowler	TAP Mentor/HS	\$4,500.00
Alex Stubbers	Extended Contract/HS	\$454.22

2. **Resignations/Terminations** – Motion to approve by Melissa Sassman, seconded by Jennifer Van Houten. Motion carried 6/0.

Name	Position/Bldg.	Reason
Amy Borkowski	1st Grade Teacher/CE	Personal
Karissa Guillen	9-12 Spanish Teacher	Personal
Melissa Cogdill	PE Teacher/CE	Personal
Eric Layden	Speech Teacher/HS	Personal
Kim Moyle	Master Teacher/WS	Personal

3. **Transfers** – Reviewed Only

Name	Position/Bldg. (to)	Position/Bldg. (from)
Lori Bowman	Title I/CE	2nd Grade/CE
Shari Rusher	2nd Grade/CE	Title I/CE
Megan Hibbs	Spanish Teacher/HS	.5 HS Spanish/.5 ELP

Licensed Employee Contract Issued by the Superintendent (Policy #405.3):

Name	Position/Bldg.	Contract/Salary
Andrew Rossman	MS Baseball 7th Grade	\$2,631.60

Non-Licensed Employee Hiring by the Superintendent (Policy #411.3):

Name	Position/Bldg.	Contract/Salary
Mary Amaya	Eagle's Nest Summer Camp	\$11.00/hr
Shannon Zeutenhorst	STEM Summer Camp	\$23.00/hr
Darla Van Houten	STEM Summer Camp	\$23.00/hr

*Pending a satisfactory background check

C. Open Enrollment

1. **In/Continuation** – Motion to approve by Melissa Sassman, seconded by Jennifer Van Houten. Motion carried 6/0.

In

Student Name	Grade	From	Reason
Jordan Jackson	10	SEP	Continuation – moved 4/1/16
Chase Moen	5	Des Moines	Continuation – moved 6/1/16
Trey Moen	11	Des Moines	Continuation – moved 6/1/16

2. **Out** – Motion to approve by Henry Wood, seconded by Jennifer Van Houten. Motion carried 6/0.

Out

Student Name	Grade	To	Reason
Marianna Vivian	1	Des Moines	Continuation-transportation denied

Tyrie Wright	3	Des Moines	Continuation-transportation denied
Tiarra Wright	4	Des Moines	Continuation-transportation denied

3. Denied – None

D. Contracts and Agreements

1. **MS Show Choir Choreography – Claire Kayser** – Motion to approve by Melissa Sassman, seconded by Henry Wood. Motion carried 6/0. This is an agreement between Claire Kayser and Saydel Community Schools to provide choreography for the MS show choir. This contract is for \$250 and covers the 2015-16 school year. Approval of this contract is recommended and will be funded through the General Fund.
2. **Baseball Flag Pole – Watkins Flag Pole** – Motion to approve by Chad Vitiritto, seconded by Melissa Sassman. Motion carried 6/0. Adam Busch, Activities Director, received a quote from Watkins Flag Pole to relocate the current flag pole located in front of the baseball concession stand to the outfield next to the scoreboard. The quote is for \$750 and would be funded through the athletics budget within PPEL. Recommendation of this project is recommended.

E. Disposal of Equipment – Motion to approve by Melissa Sassman, seconded by Roland Kouski, Jr. Motion carried 6/0. Board Policy 803.1 indicates that “obsolete equipment with a value of less than \$5,000 will be disposed of in a manner determined by the Board. The most economical method will be used, i.e. disposal, recycling, donating or resale.” The Board reviewed a list of items from the buildings that are no longer needed. The items that will be sold will be posted online through GovDeals.com. If items are not sold, then the most economic means will be used to dispose of the items. The Superintendent recommends moving forward with the sale/disposal of this equipment.

F. Recommendation of Administrator/Director Salaries – Motion to approve by Melissa Sassman, seconded by Chad Vitiritto. Motion carried 7/0. Total package increase for salary and benefits of 3.41%. As part of the total package increase, the administrator’s contracts would be adjusted to now provide single health and dental insurance instead of family health and dental insurance. The salaries would be increased to offset this insurance shift. Approval is recommended.

Doug Wheeler, Superintendent: \$161,000

Ryan Eidahl, Business Manager: \$102,300

Julie McKibben, Director of Special Education/Student Services: \$91,000

Dan Willson, Building and Grounds Supervisor: \$68,100

Jessy Sadler, Food Service Director: \$63,050

Chris Stammerman, Director of Technology: \$82,350

Don Millage, Asst Director of Technology: \$70,000

Kevin Schulte, HS Principal: \$114,000

Adam Busch, HS AP/AD: \$104,400

Joshua Heyer, WS Principal: \$99,800

Brian Vaughan, CO Principal: \$99,200

G. Recommendation of Administrative Assistants Wages – Motion by Jennifer Van Houten, seconded by Melissa Sassman. Motion carried 7/0. Total package increase for salary and benefits of 3.65%. This includes movement on step and a \$.15 per hour increase on the salary schedule base. It also includes the removal of the TSA in lieu of insurance option from the

benefit package. Approval is recommended. Superintendent Mr. Wheeler noted how the administrative assistants are the face the District, and he appreciates how hard they work.

H. Recommendation of Eagle’s Nest Employees Wages – Motion by Melissa Sassman, seconded by Chad Vitiritto. Motion carried 7/0. Eagle’s Nest currently employs seven people at Cornell Elementary for the before and after school program. Recommended hourly wage increase for this group is as follows. Approval is recommended.

- Coordinator: \$.45/hour
- Before and after school employees: \$.23 - \$.35/hour

I. Policies

1. **604.9 (Online Classes) NEW, Second Reading** – Motion to approve by Melissa Sassman, seconded by Chad Vitiritto. Motion carried 7/0. Online coursework is becoming more prevalent to support credit recovery and extended learning opportunities for students. This is a NEW policy to this series designed by IASB to provide guidance on use of online courses as well as responsibility for provision of materials. In most cases, the District will pay for all fees associated with online courses; however, the policy states this is at the discretion of the Superintendent or his/her designee to provide flexibility in cases where the coverage of fees may not be reasonable or appropriate. As a NEW policy, this will require two readings and approvals by the Board. This is the second reading. This policy was developed through the Policy Committee using language from the IASB Policy Manual. The Superintendent recommends the acceptance of the policy in its second reading.
2. **GPA Calculation** – This policy/procedure is being presented for discussion with the goal of bringing a final policy recommendation to the Board in July. Mr. Wheeler shared a comparison chart showing how Saydel School’s GPA calculation compares with other districts in proximity and of similar size. He also shared a draft policy, including the following highlights which were discussed: 1) +.33 Weighted grading for A+, 2) Weighted grading for select advanced coursework leading to college credit OR to a certification 3) Conversion for G4G. Some districts restrict access to weighted credit for college preparatory courses only. This policy includes the ability to receive weighted credit for some coursework leading to certification. This is consistent with our district-wide philosophy that students should be college and career ready by awarding students who attain certification to use immediately following HS.

IV. Board Reports

- Doug Kayser said a nice Variety Show, coordinated by Shannon Zeutenhorst and Doug Cline, was held at Woodside Middle School, and the students performed well to a large crowd.
- Brian Bowman said many activities are happening at Woodside Middle School, including STEM Summer Camps, Read S’more Camps, Summer Eagle’s Nest Daycare, and the Saydel Summer Food Program. The Summer Food Program provides free lunch for anyone age one to 18 from June 5 to August 12. Adults can eat for a fee.
- Roland Kouski Jr. noted the 8th grade students recently returned from the annual Washington, D.C. trip.
- Jennifer Van Houten said the Saydel softball and baseball teams are doing well this season.

V. Superintendent’s Report

A. Hiring Update – Mr. Wheeler shared a recap of the 2016 hires and vacancies for FY17. The list outlined which positions still need to be filled for the upcoming year.

- B. Upcoming Work Session on Strategic Planning and FY16 Goals** – Mr. Wheeler said the Board Work Session on June 27 will focus on strategic planning and FY16 goals. The 3-Year Strategic Plan for Saydel will be reviewed.
- C. Cornell Project Update** – Mr. Wheeler provided reports from HAILA Architecture and ESTES Construction, which outline progress on the Cornell project. The work is on schedule and on budget. Mr. Wheeler noted he is pleased with the process of using the construction management companies.
- D. Summer Projects Update** – Projects for summer 2016 at Saydel were noted which included flooring at the high school, work on the water main project at the high school, tuckpointing, work on the trail project, and flag pole relocation at the high school.

VI. Adjourn – Motion to adjourn by Melissa Sassman, seconded by Jennifer Van Houten. Motion carried 7/0. The meeting adjourned at 7:18 PM.

Brian Bowman, Board President

Beth Vitiritto, Board Secretary

The next scheduled Board Work Session is Monday, July 11 at 6 PM. It will be held in the Board Room at the Saydel District Office.