

SAYDEL COMMUNITY SCHOOL DISTRICT  
5740 NE 14<sup>th</sup> STREET  
DES MOINES, IA 50313

REGULAR BOARD MEETING MINUTES  
6:00 PM  
Saydel District Office Board Room  
July 11, 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., Doug Kayser, Henry Wood, Jennifer Van Houten, Brian Bowman, present.
- B. Approve Agenda** – Motion to approve the agenda by Melissa Sassman, seconded by Henry Wood. Motion carried 7/0.
- II. Public Comments** – None
- III. Board Reports**
- Roland Kouski Jr. said he went to the high school softball game Friday night. He congratulated the team on a great season.
  - Brian Bowman said the high school baseball team also had a great season and wished them good luck at districts.
  - Brian Bowman said each year the District is asked to give input on the IASB legislative platform. A copy of the platform and a copy of last year's approved final priorities were given to the Board. Superintendent Mr. Douglas Wheeler shared some high points that the Board might want to consider when selecting their top legislative priorities for the next legislative session. He asked the Board to submit their top picks to the Board Secretary within the next two weeks.
- IV. Superintendent's Report**
- A. District Recognitions** – Mr. Wheeler said Saydel is continuing to recognize businesses and individuals for their support by presenting them with certificates of appreciation. This month the recipient requested to remain anonymous.
- B. State average negotiated settlement** – Mr. Wheeler said the state average negotiated settlement this year was 3.31, which is very similar to what it was last year. Saydel's settlement with its teachers was 3.76 this year.
- C. Cornell Project Update** – Mr. Wheeler welcomed Art Baumgartner of HAILA Architecture and Tim West of Snyder & Associates to discuss the Cornell Elementary addition water main changes. They reviewed the timeline, current status and scope of work for the water main change.
- D. 2016-2017 Meeting Schedule** – Mr. Wheeler shared the new calendar, which outlines the topics and dates of the 2016-2017 Saydel School Board Meetings and Work Sessions.
- E. PERL Update** – The PERL Special Election will be held Sept. 13, so an informational flyer about PERL was sent by bulk mail on July 8 to Saydel District residents. An additional mailing

using a list from the Polk County Auditor's Office to reach Saydel District residents outside our two main zip codes was sent July 11. Mr. Wheeler and several Board members said they have received positive feedback about the upcoming election. PERL public forums will be held Sept. 6 at the Saydel District Office Board Room and Sept. 9 at the Norwoodville Community Center, both at 6 PM. A Fitness Facility Open House will be held August 1-5 at Saydel High School to give people an idea of what PERL can potentially provide for the community.

#### F. Summer Programs

1. **Camp Read S'more** – TAP Master Teacher Traci Lust shared details with the Board about the Camp Read S'more program being held at Woodside Middle School this summer. The camp is a jump-start to the state's Early Literacy Initiative, and it will be a required summer school in 2018. Transportation and food are provided. Traci said 32 students were registered for the camp, and 28 students met the attendance requirement during the first session. Registration for the second session is expected to be the same as the first session.
2. **STEM Summer Camp** – Mr. Wheeler reported on this summer's STEM Camps. This is the second year Saydel Schools have offered STEM Camps, which are an opportunity brought through participation in the TIF grant. Three summer camps (for students entering grades 8 and 9) were coordinated by STEM Master Teacher Matthew Bannerman. The Junior Naturalist STEM Camp had 15 participants, and the CSI Polk County STEM Camp had nine participants. The Destination Space STEM Camp will be held in August.
3. **Eagle's Nest Summer Camp** – Eagle's Nest Coordinator Christine Bailey presented details about the Eagle's Nest Summer Camp. There are 40 students enrolled in this summer's program. Eight staff members oversee daily activities, which include arts and crafts, indoor and outdoor play, and academic enrichment for reading/writing. The students have enjoyed field trips to Blank Park Zoo, Jester Park, Skate North, and Pump It Up. They also toured the Saylorville Fire Department truck, made bike smoothies and played games during Carnival Day. The camp runs through August 12.
4. **Summer Food Service Program** – Mr. Wheeler said the Summer Food Service Program offers free breakfast and lunch for children under the age of 18 at Woodside Middle School and Sunnybrook Mobile Home Park. The program runs through August 12. In addition to the hot meals served, sack lunches are provided to baseball teams, neighboring in-home daycares, and summer camp field trips.

#### V. Discussion/Action Items

- A. Consent Agenda** – Motion to approve by Jennifer Van Houten, seconded by Melissa Sassman. Motion carried 7/0.

1. Minutes of Previous Meeting
2. Bills for Payment
3. Financial Reports
4. Contracts
  - a). Agreement between ZA-GA-ZIG Shrine Temple and Saydel CSD to provide the venue for the 2017 Saydel Prom on April 22, 2017 with cost of \$900.

#### B. Personnel

1. **New Hires** – Motion to approve by Henry Wood, seconded by Melissa Sassman. Motion carried 7/0.

<u>Name</u>	<u>Position/Bldg.</u>	<u>Contract/Salary</u>
Tasha Hudson	Spec. Ed Associate/CE	\$13.98/hr
Lara Olson	Spec. Ed Associate/CE	\$13.98/hr

2. **Resignations/Terminations** – Motion to approve by Melissa Sassman, seconded by Chad Vitiritto. Motion carried 7/0.

<u>Name</u>	<u>Position/Bldg.</u>	<u>Reason</u>
Bailey Robinson	Spec. Ed Associate/CE	Personal
Rachelle Knapp	Spec. Ed Associate/CE	Personal
Guadalupe Rubio	ELL Associate/CE	Personal

3. **Transfers** – None

### C. Open Enrollment

1. **In/Continuation** – Motion to approve by Henry Wood, seconded by Roland Kouski Jr. Motion carried 7/0.

<b>In</b>			
<u>Student Name</u>	<u>Grade</u>	<u>From</u>	<u>Reason</u>
Eleana Gomez	8	SEP	Continuation-moved 10/15/15
Fernando Gomez	1	SEP	Continuation-moved 10/15/15
Iliana Leon	11	SEP	Continuation-moved 10/15/15
Selena Leon	11	SEP	Continuation-moved 10/15/15

2. **Out** – None

### D. Contracts & Agreements

1. **Cornell 3<sup>rd</sup> Grade 1:1** – Motion to approve by Jennifer Van Houten, seconded by Melissa Sassman. Motion carried 7/0. The Board approved a proposal from CDI for \$29,726.32 to purchase 104 Edugear Chromebooks (C4). Quotes were also received from Tierney and Tiger Direct.
2. **Change Order Cornell Elementary Addition & Outdoor Classroom – Valley Plumbing (Rhiner’s) Water Service** – Motion to approve by Melissa Sassman, seconded by Chad Vitiritto. Motion carried 7/0. In mid-June, the construction and design team (ESTES & HAILA Architecture) were informed by Des Moines Water Works of a problem in the permit-issuing phase for the water service to Cornell. The engineering plans were prepared by Snyder and Associates and approved through the initial planning stages at Des Moines Water Works. When the process reached the permitting stage, Des Moines Water Works raised a concern regarding the engineering plans noting the plans provided to Snyder by Des Moines Water Works indicated a different diameter of a critical pipe/water line off the Cornell property. At that point Des Moines Water Works required a redesign of the water feed to the building. Snyder, HAILA, and ESTES began to work on a plan that would fit these needs. To address these concerns, change order options were prepared. The Board approved a change order contract with Valley Plumbing (Rhiner’s) in the amount of \$17,733.
3. **Change Order Cornell Elementary Addition & Outdoor Classroom – Baker Group – Water Service** – Motion to approve by Chad Vitiritto, seconded by Melissa Sassman. Motion carried 7/0. The Board approved a change order contract with Baker Group in the amount of \$36,249 to address the requirement (noted in D.2) from Des Moines Water Works.
4. **Change Order Cornell Elementary Addition & Outdoor Classroom – Caliber Concrete – Concrete Floor Finish** – Motion to approve by Melissa Sassman, seconded by Chad Vitiritto.

Motion carried 7/0. Per contract requirement, a test pour was conducted to get an idea of the final product for the finish on the exposed concrete floors in the Cornell project. Upon pour and initial finishing, the architect and owner (Mr. Wheeler and Dan Willson representing the Board) rejected the final product due to the appearance and consistency of the finish. They requested a finish similar to those being installed at the high school. This change is at an added expense; however, Caliber Concrete, who holds the prime contract for the flooring will offer the change at no additional cost. The Board approved this no cost change order.

- E. Meal Prices 2016-2017** – Motion to approve by Melissa Sassman, seconded by Jennifer Van Houten. Motion carried 7/0. In adhering to the National School Lunch Program: School Food Service Account Revenue Amendments Related to the Healthy, Hunger-Free Kids Act of 2010, Saydel Community School District is required to increase school lunch prices at all buildings in order to be in compliance with federal regulations. The Board approved lunch meal prices to be raised by fifteen cents for the 2016-2017 school year. Adult lunch prices will be raised to \$3.45.

2016-2017 Breakfast & Lunch Prices:

School Meal	Current Prices	2016-2017 Prices
Cornell Breakfast	Free	Free
Cornell Lunch	Free	Free
Woodside Breakfast	\$1.60	\$1.60
Woodside Lunch	\$2.40	\$2.55
Saydel High Breakfast	\$1.60 - \$1.80	\$1.60-\$1.80
Saydel High Lunch	\$2.40 - \$2.75	\$2.55-\$2.90
Milk at all buildings	\$0.40	\$0.45

- F. Three-Year Plan for Continuous Improvement** – Motion to approve by Jennifer Van Houten, seconded by Melissa Sassman. Motion carried 7/0. The 3-year plan for continuous improvement was approved prior to the 2015-2016 school year. Annually, the Board will receive mid-year Administrative Reports on each Objective and Target. In June of each year, a work session will be dedicated to examining overall success and needed changes to ensure the plan is a living document that can adjust to current district needs. The SIAC reviewed this plan at a June meeting and the Board was given an overview of the proposed modifications at their June workshop. Changes to the 2016-2017 school year are noted in blue type. The Board approved the modifications to the 3-year plan for continuous improvement for the 2016-2017 school year.
- G. Annual Settlement** – Motion by Melissa Sassman, seconded by Roland Kouski Jr. Motion carried 7/0. Iowa Code Section 279.33 requires the Board Treasurer to furnish the Board with June 30 depository information annually. The District's June 30, 2016, cash balances were presented to the Board.
- H. Policies** – The policies listed below were reviewed by the Policy Committee, and the Superintendent recommended approving their revisions.

1. **201 – Board of Director’s Election, Reviewed/Revised** – Motion to approve by Chad Vitiritto, seconded by Roland Kouski Jr. Motion carried 7/0.
2. **202.3 – Term of Office, Reviewed/Revised** – Motion to approve by Chad Vitiritto seconded by Melissa Sassman. Motion carried 7/0.
3. **202.4 – Vacancies, Reviewed/Revised** – Motion to approve by Doug Kayser, seconded by Roland Kouski Jr. Motion carried 7/0.

**VI. Adjourn** – Motion to adjourn by Jennifer Van Houten, seconded by Melissa Sassman. Motion carried 7/0. The meeting adjourned at 7:26 PM.

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Brian Bowman, Board President

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Beth Vitiritto, Board Secretary

The next scheduled Board Work Session is Monday, August 8 at 6 PM. It will be held in the Board Room at the Saydel District Office.