

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

SPECIAL BOARD MEETING MINUTES

6:00 PM

Saydel District Office Board Room

June 27, 2016

- I. **Call the Meeting to Order** – Meeting called to order by President Brian Bowman at 6:01 PM
- A. **Roll Call** – Melissa Sassman, Chad Vitiritto, Roland Kouski Jr., Henry Wood, Doug Kayser, Jennifer Van Houten, Brian Bowman, present.
- B. **Approve Agenda** – Motion to approve by Melissa Sassman, seconded by Doug Kayser. Motion carried 7/0.
- II. **Superintendent’s Report**
- A. **Board Meetings and Work Sessions FY2017** – Superintendent Mr. Douglas Wheeler shared a draft of the Board Meetings and Work Sessions for FY2017. He hopes to finalize the schedule within the next week.
- B. Mr. Wheeler noted for the second project in a row, Saydel Schools is having trouble acquiring permits from Des Moines Water Works. A Special School Board Meeting is tentatively scheduled for July 5 at 5:30 PM to approve a change order for the Cornell Project.
- III. **Discussion/Action Items**
- A. **Consent Agenda** – Motion to approve by Melissa Sassman, seconded by Chad Vitiritto. Motion carried 7/0.
1. Bills for Payment
 2. Contracts
 - a). **Iowa State University Student Teaching Agreement** - Saydel CSD has a long relationship with Iowa State University. This agreement will allow us to investigate both practicum experiences within the District as well as student teaching placements for the coming school year.
 - b). **Northwest Evaluation Association License Agreement** - This is a renewal agreement with Northwest Evaluation Association to provide web-based licenses for MAP Math, Science, Reading and Language and Children’s Progress Academic Assessment (CPAA). The District utilizes MAP testing in grades 4-11 and CPAA testing in grades K-3. This license term is 7/1/2016-6/30/2017. The total cost of this agreement is \$15,017.50 and will be funded from the ISL budget in the General Fund.
 - c). **Employee & Family Resources – Student Assistant Program** - This is a renewal agreement with Employee & Family Resources to provide assistance to our students through their Student Assistance Program (SAP). The agreement is for a 3-session consolation for \$2.00 per student. The total cost of this agreement is \$2,962.50 and is paid from the General Fund.
 - d). **Employee & Family Resources – Employee Assistant Program** - This is a renewal agreement with Employee & Family Resources to provide assistance to our employees through their Employee Assistance Program (EAP). The agreement is for a 6-session

consolation for \$12.50 per student. The total cost of this agreement is \$2,548 and is paid from the General Fund.

e). Equipment Breakdown Insurance - The renewal premium amount for equipment breakdown insurance policy through Specialty Underwriters for FY 2016-17 is \$345,743. This amount includes a 5% increase on the equipment side of the policy and a 0% increase on the HVAC side. The increase over the prior year is due to adding 129 laptops, 70 tablets and more building and grounds categories. This insurance policy is paid from the Management Fund rather than the General Fund. This results in a savings in the General Fund for the amount that would have otherwise been spent to repair the equipment without the insurance policy.

B. Personnel

- 1. New Hires** – Motion to approve by Jennifer Van Houten, seconded by Roland Kouski Jr. Motion carried 7/0.

<u>Name</u>	<u>Position/Bldg.</u>	<u>Contract/Salary</u>
Cheryl Smith	HS .5 Spanish/.5 ELP	\$61,057.00
Katie Delahunt	HS Head Girls Track Coach	\$5,468.80
Julie Holland	Custodian/CE	\$16.53/hr
Paul Forristall	2nd Grade Teacher/CE	\$40,230.00
Traci Lust	TAP Program Coordinator	\$2,941.05

- 2. Resignations/Terminations** – Motion to approve by Melissa Sassman, seconded by Jennifer Van Houten. Motion carried 7/0.

<u>Name</u>	<u>Position/Bldg.</u>	<u>Reason</u>
Katie Delahunt	HS Asst. Girls Track	Personal
Rick Blake	HS Head Track Coach	Personal

- 3. Transfers** – Reviewed Only

<u>Name</u>	<u>Position/Bldg. (to)</u>	<u>Position/Bldg. (from)</u>
Cesar Ramirez	Spec Ed Associate/WS	ELL Bilingual Associate/WS

C. Open Enrollment

- 1. In** – Motion to approve by Henry Wood, seconded by Chad Vitiritto. Motion carried 7/0.

<u>Student Name</u>	<u>Grade</u>	<u>To</u>	<u>Reason</u>
Callie Breeden	7	Des Moines	Continuation-Moved 5/1/2016

- 2. Denied** – Motion to approve by Chad Vitiritto, seconded by Roland Kouski Jr. Motion carried 7/0.

<u>Student Name</u>	<u>Grade</u>	<u>From</u>	<u>Reason</u>
Don-Tae Lottie	9	Des Moines	Program Full

D. Contracts & Agreements

- 1. Royal Publishing** – Motion to approve by Chad Vitiritto, seconded by Jennifer Van Houten. Motion carried 7/0. This agreement is to have the publisher print and publish the programs for the 2016-17 fall, winter, and spring/summer sports seasons. The publisher will remit \$200 to the district for this service. Administration is recommending approval of the contract.
- 2. HS Mural - Lindsay Nickol** – Motion to approve by Melissa Sassman, seconded by Roland Kouski Jr. Motion carried 7/0. An agreement is being proposed to have Lindsay Nickol paint

a mural outside of the HS cafeteria. The proposed contract is for \$1,850. We will have to run this payment through payroll, so the total expense to the district will be closer to \$2,150 due to payroll taxes. The work would start immediately and be finished by the start of school.

3. **PBIS Rewards** – Motion to approve by Melissa Sassman, seconded by Jennifer Van Houten. Motion carried 7/0. An agreement is being proposed to contract with PBIS Rewards to provide PBIS reward service to Woodside Middle School for 2016-17. The total agreement is for \$1,100 and will provide students with ID cards that can be scanned by a smartphone in order to keep track of student’s rewards throughout the year. Administration is recommending approval of this contract.

- IV. **Adjourn** – Motion to adjourn by Melissa Sassman, seconded by Jennifer Van Houten. Motion carried 7/0. Meeting adjourned at 6:21 PM.

Brian Bowman, Board President

Beth Vitiritto, Board Secretary