

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

BOARD WORK SESSION MINUTES

6:05 PM

Saydel District Office Board Room

September 26, 2016

- I. **Call the Meeting to Order** – Meeting called to order by Board President Pro Tem Jennifer Van Houten at 6:27 PM
- A. **Roll Call** – Melissa Sassman, Chad Vitiritto, Roland Kouski Jr., Doug Kayser, Jennifer Van Houten, present. Henry Wood, Brian Bowman, absent.
- B. **Approve Agenda** – Motion to amend the agenda, removing Item II. B (Operations & Management Board Report) & Item II. D (Safety Board Report) by Melissa Sassman, seconded by Chad Vitiritto. Motion carried 5/0.
- II. **Board Committee Reports** –
- A. **Opportunities** – Jennifer Van Houten reported the Opportunities Committee discussed the search to identify a permanent replacement for the Activities Director position. In addition to the traditional responsibilities of Activities Director, the chosen individual will play an important role in the new community recreation and education initiatives. Saydel families and staff will have an opportunity to provide input on the desired qualifications for the new Activities Director as part of the process of developing a candidate profile for job postings, interview processes and ultimate candidate selection. The two ways to provide input are 1) Attend the Public Focus Group on Oct. 5, 2016 from 5:30 pm – 6:30 pm in the Saydel High School library or 2) Participate in the survey found at <https://www.surveymonkey.com/r/R75GMXD>. The position will be posted in October with a goal to interview finalists in November. The committee also discussed the Community Education Development timeline and the next steps in implementing PERL.
- B. **Operations & Management** – Removed from agenda at beginning of meeting.
- C. **Instruction** – Doug Kayser reported the Instruction Committee overviewed the Teacher Quality (TQ) process and reviewed the budget for professional development. The next PD Day will be Oct. 7, 2016. Instruction Committee also discussed the Induction Mentor Process for Saydel Schools, which is a state requirement for all new teachers. The comprehensive plan follows a curriculum. The final topic discussed by the committee was an overview of the ELL curriculum.
- D. **Safety** – Removed from agenda at beginning of meeting.
- III. **Discussion/Action Items**
- A. **FY2016 Certified Annual Report (CAR)** – Business Manager Ryan Eidahl presented the Ending Fund Balance Update for the fiscal year ending June 30, 2016.
- B. **Community Education Planning** – Superintendent Mr. Douglas Wheeler shared a proposed Community Education Development Timeline. The timeline is intended to provide a map for implementation of PERL by July 1, 2017. The first revenues from PERL will not be distributed to Saydel CSD until October of 2017.
- IV. **Adjourn** – Motion to adjourn by Chad Vitiritto, seconded by Melissa Sassman. Motion carried 5/0. Meeting adjourned at 7:16 PM

Jennifer Van Houten, Board President Pro Tem

Beth Vitiritto, Board Secretary

The next scheduled Regular Board Meeting is Monday, October 12 at 6 PM in the Board Room at the Saydel District Office.