

**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 Boardroom  
January 13, 2014

- I. Call the Meeting to Order – Meeting called to order by President Paul Breitbarth at 6:00 PM.
  - A. Roll Call-Henry Wood, Rob Stephenson, Melissa Sassman, Kyle Prendergast, Chad Briles, Brian Bowman and Paul Breitbarth-present.
  - B. Approve the Agenda – Motion to approve by Chad Briles, seconded by Melissa Sassman. Motion approved 7/0.
  
- II. Public Comments - None
  
- III. Board Reports
  - Paul said it was a great holiday and the Board celebrated with a dinner at the Green Brier restaurant. He hopes another can be held in the summer with family included.
  - Brian noted the semester had just ended and wished the seniors good luck as they start their final semester.
  - Paul said Jake Sherman, the Eagles senior punter, was named an All American Finalist. He is a great representative of our school.
  - Tracy Hook noted he was one of the top 5 punters on the list.
  - Paul told the Board there is to be an IASB Legislative Conference on Monday, January 27<sup>th</sup> at the Embassy Suites. You can register for the lunch and after lunch you will be able to visit with legislators. It is a good opportunity to voice our opinion as a member of IASB. There is a wine and cheese reception from 5:00 to 6:30 also. Another good time to visit. Dr. Buck is speaking at 3:15. Paul asked members of the Board to let Jane know if they wished to be registered to attend this event.
  - Lora Rasey, Director of Curriculum and Student Services, reported we are having a site visit by the Department of Education for the next three days.
  - Henry asked if the Board could see the results when they were received.
  - Paul told the Board our meeting for selecting the finalist in our superintendent search will be on Friday, January 31<sup>st</sup> starting at 6:00 PM.
  - Rob Stephenson presented training for the Board and the topic was “Consideration of the Open Meetings Law and Board Transparency”. This is part of “At The Board Table”: A School Board Group Learning Experience available through Iowa Association of School Boards. There are several of these available during the year and they are a useful learning tool. Board members participated by

answering true or false questions and then discussing the different scenarios as they may pertain to us. It was a good experience.

#### IV. Superintendent's Report

##### A. TAP Updates –

Mr. Hook said that Nick Dolan a junior at Saydel High School scored in the top 99% in testing for the National Merit Scholarship Competition. Winners will be names in July

He then reported that our TAP success was celebrated this morning during an all staff meeting at the high school. Then at 9:00 staff went into sessions led by master teachers. We have not completed eighteen weeks of rubric and now it is time for the implementation work happens. The support of TAP by the Board is appreciated as we work to improve student achievement. We will be sending approximately 21 staff members to attend the national conference in March.

##### B. PLTW Grant-

Josh Heyer, a master teacher at the high school, spoke to the Board about this new grant. PLTW is for Project Lead The Way. This grant may be used only to implement the PTE program, which is a Pathway To Engineering. As a grant recipient we are required to implement the two foundation courses and at least one more specialized course. These courses will be introduced to our students in the 2014-15 and 2015-16 school year. It will be an exciting opportunity for our students.

#### V. Discussion/Action Items

##### A. Consent Agenda – Motion to approve by Rob Stephenson, seconded by Melissa Sassman. Motion approved 7/0.

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

##### B. Personnel

1. Resignations/Terminations – Motion to approve by Henry Wood, seconded by Brian Bowman. Motion approved 7/0.

<u>Name</u>	<u>Position/Bldg.</u>	<u>Reason</u>
Rick Blake	Asst. Track/HS	Personal
Jason Alons	Asst. FB/HS	Personal

2. New Hires – Motion to approve by Melissa Sassman, seconded by Rob Stephenson. Motion approved 7/0.

<u>Name</u>	<u>Position/Bldg.</u>	<u>Contract/Salary</u>
Jason Alons	Head FB/HS	TBD
Rick Blake	Head Boy's Track/HS	\$4,812.00
Demathdian Tate	9 <sup>th</sup> Grade Baseball/HS	\$3,308.25
Chris Mund	Asst. Boys Track/HS	\$3,308.25
Tyler Wilson	Asst. Wrestling/HS	\$3,308.25

### C. Contracts and Agreements

1. Iowa State Student Teaching Agreement – Motion to approve by Brian Bowman, seconded by Melissa Sassman. Motion approved 7/0.

Saydel Schools would like to continue their student teaching agreement with Iowa State University. The district has worked with Iowa State in previous years and will continue to support student teaching practicums and observations as in the past.

The Superintendent supports the approval of this contract.

- 2 Amendment to Haila – Motion to approve by Brian Bowman, seconded by Rob Stephenson. Motion approved 7/0.

The District currently has a professional agreement with Haila Architecture to perform service in relation to the Weight Room Renovation, Addition or Remodel and other site improvements. This agreement was approved at the August 13, 2012 Board Meeting. An amendment to this agreement is being brought forward for the following services with the amount included:

2014 Turf and Track Modifications:	Lump Sum	\$53,500
2014 High School Renovations:	Lump Sum	\$235,000
2014 District Maintenance Facility:	Lump Sum	\$103,000
2014 District Maintenance Facility Parking:	Lump Sum	\$23,500
2014 Woodside Paving:	Lump Sum	\$12,500
2014 Stadium Improvements: Grandstand, Pressbox:	Lump Sum	\$63,000
2014 West High School Paving:	Lump Sum	\$35,000
2014 North High School Paving:	Lump Sum	<u>\$20,500</u>
Total:		\$546,000

Administration has reviewed this amendment and recommends approval.

3. Resolution for HS Renovation Project – Motion to approve by Rob Stephenson, seconded by Brian Bowman. Motion approved 7/0.

1. Resolution Tentatively Approving the Plans, Specifications, Form of Contract, and Estimate of Total Cost for the 2014 High School Renovation Project and Setting the Time, Date, and Location for a Hearing Thereon and Further Authorizing the Advertisement for Competitive Bids on Said Woodside Project

The architects with Haila Architecture have completed the design and planning phases of the 2014 High School Renovation Project. The proposed plans for this project have been before Committees of the Board as well as this Board, most recently at the regular Board Meeting on December 9, 2013.

The Board is now being presented with the following information for the 2014 High School Renovation Project:

Project Manual/Drawings

- Form of Contract that has been reviewed by District Legal Counsel
- Estimated Budget

A set of the plans and specifications will be made available for review at the Saydel Community School District Office.

The Superintendent is recommending Board approval, pending public hearing as required by Iowa law, these proposed plans, specifications, forms of contract and estimate of total cost of construction for the Artificial Turf and Track Renovation Project. The Superintendent further recommends that the Board begin Advertising for Bids on this project on January 17<sup>th</sup>, 2014, with a submission date of February 20<sup>th</sup>, 2014. A public hearing will be held on these proposed plans, specifications, form of contract, and estimate of total cost on February 24<sup>th</sup>, 2014, at 6:00 p.m. in the Saydel District Office Boardroom.

**RESOLUTION TENTATIVELY APPROVING THE PLANS, SPECIFICATIONS, FORM OF CONTRACT, AND ESTIMATE OF TOTAL COST FOR THE 2014 HIGH SCHOOL RENOVATION PROJECT AND SETTING THE TIME, DATE AND LOCATION FOR A HEARING THEREON AND FURTHER AUTHORIZING THE ADVERTISEMENT FOR COMPETITIVE BIDS ON SAID 2014 HIGH SCHOOL RENOVATION PROJECT**

WHEREAS, it is deemed advisable and necessary by the Board to renovate the Saydel High School within the Saydel Community School District, and therefore, the Board has caused to be prepared and now has received a recommendation from the Administration for plans, specifications, form of contract, together with an estimate of total cost, which will be on file in the office of the Secretary for public inspection at the time of publication of the notice for public hearing for the 2014 High School Renovation Project, and said plans, specifications, form of contract, and estimate of total cost are deemed suitable for the construction and installation of said public improvements; and

WHEREAS, before said plans, specifications, form of contract, and estimate of total cost may be adopted, and contract for the 2014 High School Renovation Project be entered into, it is necessary to hold a public hearing and advertise for bids:

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS FOR THE SAYDEL COMMUNITY SCHOOL DISTRICT, IN THE COUNTY OF POLK, STATE OF IOWA:**

Section 1. That it is hereby determined that it is necessary and advisable to renovate the Saydel High School within the Saydel Community School District, in the manner set forth in the plans, specifications, form of contract, and estimate of total cost above referred to, in accordance with the provisions as set out in the published Notice of Hearing and Advertisement for Bids as follows: [see attached Notice of Hearing and Advertisement for Bids to be Published in Newspaper]

Section 2. The Secretary is directed to publish the Notice of Hearing to reflect a public hearing to be held at 6:00 p.m. on the 24<sup>th</sup> day of February, 2014 in the Boardroom of the Saydel

Community School District. Said Notice to be published in the *Des Moines Register*, a legal newspaper, printed wholly in the English language, published in the County in which the work is to be done at least once weekly, and is a newspaper of general circulation in the District. The publication shall be at least four (4) days but not more than twenty (20) days prior to the date set for the public hearing.

Section 3. The Secretary is also directed to publish the Advertisement for Bids beginning on January 17, 2014, with bid submission date set for February 20, 2014. Said Advertisement for Bids to be published in the *Des Moines Register*, a legal newspaper, printed wholly in the English language, published in the County in which the work is to be done at least once weekly, and is a newspaper of general circulation in the District. The publication shall be at least four (4) days but not more than forty-five (45) days prior to the date set for receiving bids.

PASSED AND APPROVED, this 13<sup>th</sup> day of January, 2014.

Paul Breitbarth  
President

ATTEST:

Jane Prange  
Secretary

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D. 2012-13 Audit Results – Motion to approve by Rob Stephenson, seconded by Melissa Sassman. Motion approved 7/0.

The 2012-13 Financial Audit has been completed by the firm of Nolte, Cornman, & Johnson, P.C. and we have their final report. Copies of the report have been provided to the Board Members for review.

The Finance Committee of the Board has had an opportunity to review the highlights of the DRAFT audit report. The Superintendent recommends the approval of the audit results and final report for 2012-13.

VI. Adjourn – Motion to adjourn by Chad Briles, seconded by Melissa Sassman. Motion approved 7/0. Meeting adjourned at 7:20 PM.

The next Board work session will be Monday, January 27<sup>th</sup> and the next Board meeting will be Monday, February 10<sup>th</sup>. Both will be in the Board Room at the District Office and will start at 6:00 PM.

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Paul Breitbarth, Board President

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Jane Prange Board Secretary