

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

REGULAR BOARD MEETING MINUTES

6:00 PM

Saydel District Office Board Room

July 14, 2014

- I. Call the Meeting to Order – Meeting called to order by President Paul Breitbarth at 6:00 PM.
- A. Roll Call – Brian Bowman, Ray Livingston, Kyle Prendergast, Melissa Sassman, Rob Stephenson, Henry Wood, Paul Breitbarth
 - B. Approve Agenda – Motion to approve by Melissa Sassman, seconded by Brian Bowman. Motion carried 7/0.
- II. Public Comments - None
- III. Board Reports
- Ray Livingston – noted that our baseball team has had another 20 win season and they play their last regular season game at home on Tuesday, July 15th. The team takes on Carlisle at home on Friday, July 18 and with a win will move on to the second round on Monday, July 21. All games are at the Saydel field and start at 7:00 PM.
 - Henry Wood commented on the number of plastic water bottles littering the area at the high school, hoping someone could see that it was cleaned up.
 - Brian Bowman said the softball team had a good season and he thought they had one more games this summer than the previous year.
 - Ray noted that the weather was not cooperative the weekend of the Prange Classic and therefore it was a short schedule.
 - Brian welcomed Doug Wheeler to his first Board meeting as Superintendent.
 - Paul said he was looking forward to our next TAP report. He also said he had been in Independence and a former Saydel administrator, Jean Peterson, is the Superintendent. They have several new facilities and the complex is very much like ours here. They have a sidewalk which connects to a bike trail and they have benches along the trail and those benches have been purchased by way of donations and the name is listed on a nameplate attached to the bench.
 - Henry Wood mentioned that as he was walking on our new turf he asked a kid there how he like it and he just smiled and said nice.
 - Rob Stephenson thanked Ray for his time spent announcing the baseball games.
 - Ray said he enjoyed announcing, but the 14 inning game got a little long.
- IV. Superintendent's Report
- A. Introduction of Directors – Mr. Wheeler introduced two new employees, Julie McKibben, Director of Student Services, and Dr. Simone Alekno, Director of Curriculum. Both have offices in the district office and come to us highly recommended. Each told the Board a little of their background and we are pleased to have them here.
 - B. District Pre-Service Schedule – a copy of the schedule was given to the Board and they were invited to attend the All-Staff Welcome on Wednesday, August 13th in the high school cafeteria from 7:00 to 8:00 for breakfast.

- C. TAP Summer Institute – Saydel sent twenty teachers and administrators to Arizona for this meeting. Each training session was informative and also educational. Those attending will be able to use this training by sharing the training with our staff.
- D. 2015 IASB Legislative Priorities – The Board received a listing of priorities for the 2015 legislative session and were asked to pick five. Those five were, 4, 6, 11, 15 and 30. This list will be sent to IASB.

V. Discussion / Action Items

- A. Consent Agenda – Motion to approve with the addition to the minutes of June 9, and a correction on the minutes of July 7 by Brian Bowman, seconded by Melissa Sassman. Motion carried 6/1. Rob Stephenson voting no.
 - 1. Minutes of Previous Meeting
 - 2. Bills for Payment
 - 3. Financial Report
- B. Personnel
 - 1. Resignations/Terminations – Motion to approve by Henry Wood, seconded by Melissa Sassman. Motion carried 7/0.

<u>Name</u>	<u>Position/Bldg.</u>	<u>Reason</u>
Brandon Smith	Social Studies/HS	Personal
Cory Allison	Reading Interventionist/WS	Personal
Cory Allison	MS Athletic Director/WS	Personal
Cory Allison	Cross Country Coach/WS	Personal
Cory Allison	Track Coach/WS	Personal
Cory Allison	Mentor Teacher/WS	Personal
Guadalupe Rubio	Kitchen Aide/CE	Personal
Melanie Givens	Guidance Secretary/HS	Personal
Michelle Ludwig	First Grade/CE	Personal
Scott Powell	Special Education/HS	Personal
Scott Powell	Golf Coach/HS	Personal
Suvada Kuburas	Mentor Teacher/WS	Personal
Suvada Kuburas	Student Government/WS	Personal
Wilda McDaniel	Kitchen Cook/WS	Personal
Andrew Cannaday	Custodian/HS	Personal

- 2. New Hires – Motion to approve by Brian Bowman, seconded by Rob Stephenson. Motion carried 7/0.

<u>Name</u>	<u>Position/Bldg.</u>	<u>Contract/Salary</u>
Amy Austin	Social Studies/HS	\$51,735.00
Megan Price	Kindergarten/CE	\$37,714.00
JR Gebhart	MS Activities Director/WS	\$ 4,892.00

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

Ashley Freese	Language Arts/Reading/WS	\$37,714.00
Katherine Delahunt	First Grade/CE	\$37,714.00
Lindsay Delagardelle	Art/HS	\$41,188.00

3. Transfers

<u>Name</u>	<u>Position/Bldg. (to)</u>	<u>Position/Bldg.(from)</u>
Amanda Stone	Kitchen Aide/WS	Kitchen Aide/WS
Lynelle Klonglan	Guidance Secretary/HS	Activities Secretary/HS
Shannon Zeutenhorst	7/8 Reading Interventionist/WS	Kindergarten/CE
Shannon Zeutenhorst	Mentor Teacher/WS	Mentor Teacher/CE

C. Open Enrollment

1. Out – for board review only

<u>Student Name</u>	<u>Grade</u>	<u>To</u>	<u>Reason</u>
Aaron Brandmeyer	K	Ankeny	Met deadline
Aubree Moeller	K	Ankeny	Met deadline
Emeline Vos	6	West Des Moines	Continuation
Mackenzie Vos	11	West Des Moines	Continuation
Sara Vos	3	West Des Moines	Continuation
Hudson Dean Whitmire	K	Ankeny	Met deadline

D. Contracts and Agreements

1. Nursing Service Agreement – Unity Point Health

Motion to approve by Rob Stephenson, seconded by Ray Livingston. Motion carried 7/0.

Unity Point Health provides nursing services to students with severe medical needs as needed by the district. Students receiving these services have specific needs that district nursing staff are unable to provide.

This is a contract renewal. The last contract signed with Unity Point Health was in 2011. The contract is a continuing contract. The contract has been re-issued due to a rate adjustment from \$43 to \$45. We currently do not have any students receiving services from Unity Point. This contract allows us to provide services deemed necessary as needed.

This contract does not enter the district into an exclusive contract relationship with Unity Point. There are two (2) other providers of such services in Des Moines that we can use if we sign this contract. This allows the district to mobilize nursing services quickly should one of our students require this level of care.

The Superintendent supports the continuation of this contract with Unity Point Health.

2. Mid-Iowa School Improvement Consortium (MISIC)

Motion to approve by Kyle Prendergast, seconded by Henry Wood. Motion carried 7/0.

Dr. Simone Alekno, Director of Curriculum, Instruction, and Assessment is investigating processes for a multi-year approach to align the district curriculum with the Iowa Core and Iowa Assessments.

This past year, teachers began to post learning objectives in all district classrooms. The next step is to ensure consistency of how these standards and objectives are interpreted, delivered and assessed.

The Mid-Iowa School Improvement Consortium consists of 142 member districts in Iowa, including our TAP partner district, Central Decatur. Members also include several central Iowa School Districts including: Johnston, Carlisle, Winterset, Boone, Collins Maxwell, and Ankeny.

The benefits of joining this organization are summarized on the attached proposal and contract.

This proposal was shared, discussed and supported by the Instruction Committee.

The Superintendent supports the recommendation of the Director of Curriculum, Instruction, and Assessment. The initial and on-going membership costs will be funded through the curriculum budget.

- 3. Change Requests for 2014 Bus/Maintenance Facility & Paving Project
Motion to approve by Rob Stephenson, seconded by Brian Bowman. Motion carried 7/0.

The Administration and Building Grounds Committee has reviewed the following change request for the 2014 Bus/Maintenance Facility & Paving Projects

Change Request #1:

Add	Removal and replacement of additional paving on north side of the High School	\$22,843.00
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The Administration and Building Grounds Committee has reviewed the following change request for the 2014 Bus/Maintenance Facility & Paving Projects

Change Request #3:

Add	Curb to Woodside parking lot due to Polk County requirements	\$10,925.00
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The Superintendent recommends approval of these change requests. This will be funded through the bond project.

4. Change Requests for 2014 Artificial Turf and Track Project
Motion to approve by Henry Wood, seconded by Kyle Prendergast. Motion carried 7/0.

The Administration and Building Grounds Committee has reviewed the following change request for the 2014 Artificial Turf and Track Project.

Change Request #3:

Add	Additional asphalt and concrete in between long jump runways and area between track and long jump area.	\$17,219.59
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The Administration has reviewed the following change request for the 2014 Artificial Turf and Track Project

Change Request #4:

Add	Mounting anchors in turf field for play clock system	\$3,026.00
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The Superintendent recommends approval of these change requests. This will be funded through the bond project.

5. Change Requests for 2014 Press Box/Bleacher Project
Motion to approve by Henry Wood, seconded by Melissa Sassman. Motion carried 7/0.

6. Change Requests for 2014 HS Renovation Project
Motion to approve by Brian Bowman, seconded by Rob Stephenson, Motion carried 7/0.

The Administration has reviewed the following change request for the 2014 HS Renovation Project.

Change Request #4: Add

	Rework electrical panels-install new breaker panel	\$575.00
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The Administration has reviewed the following change request for the 2014 HS Renovation Project.

Change Request #5: Delete

	Revised vapor barrier and insulation details of the upper walls in the HS gym.	\$-7,619.00
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The Superintendent recommends approval of these change requests. This will be funded through the bond project.

7. Sound System for HS Renovation– Communications Engineering Company (CEC)
Motion to approve by Rob Stephenson, seconded by Henry Wood. Motion carried 7/0.

The Administration and Building and Grounds Committee has reviewed the attached quotes from Communication Engineering Company (CEC) to provide

the following sound systems at the High School:

Fitness Center Sound System	\$10,887.02
Weight Room Sound System	\$8,665.73
Auxiliary Gym	\$16,299.41

The Superintendent recommends approval of these agreements. This will be funded through the bond project.

8. Fiber Cabling for Press Box – Communication Innovators
Motion to approve by Brian Bowman, seconded by Rob Stephenson. Motion carried 7/0.

The Administration along with both Finance and Building and Grounds Committee has reviewed the attached quote for \$32,126.00 from Communication Innovators to provide fiber optic cabling to the press box and surrounding stadium areas.

The Superintendent recommends approval of this agreement. This will be funded through the bond project.

9. Wireless Access Points for HS Athletic Complex – Communication Innovators
Motion to approve by Henry Wood, seconded by Melissa Sassman. Motion carried 7/0.

The Administration along with both Finance and Building and Grounds Committee has reviewed the attached quote for \$15,573.64 from Communication Innovators to provide and install wireless access points in and around the athletic complex at the High School.

The Superintendent recommends approval of this agreement. This will be funded through the bond project.

10. Power School Agreement – Grant Wood AEA
Motion to approve by Rob Stephenson, seconded by Melissa Sassman. Motion carried 7/0.

The Administration and Finance Committee has reviewed the attached quote for \$6.75 per student or \$8,959.28 from Grant Wood AEA to provide access to the Powerschool Student Information System.

The Superintendent recommends approval of this agreement. This will be funded through the PPEL Fund.

11. Microsoft License Agreement – Softchoice
Motion to approve by Brian Bowman, seconded by Kyle Prendergast. Motion carried 7/0.

The Administration has reviewed the attached quote for \$16,344.22 from Softchoice to provide various Microsoft licenses for the 2014-15 school year.

The Superintendent recommends approval of this agreement. This will be funded through the Instructional Support Levy.

- 12. Iowa Jobs for America’s Graduates –(iJAG)
Motion to approve by Ray Livingston, seconded by Rob Stephenson. Motion carried 7/0.

The board is being asked to continue the agreement between Saydel CSD and Iowa Jobs for America’s Graduates.

Saydel CSD entered into an agreement with iJAG in the 13-14 school year. iJAG provides a full time teacher to the Saydel CSD at a cost of \$18,000 annually. The program aims to create business, industry, and education partnerships to ensure at-risk High School Students remain in school.

Included for consideration is a copy of the Memorandum of Understanding.

The Superintendent Supports the continuation of this agreement.

- 13. Woodside Concrete Repair – A+ Flat Top Concrete
Motion to approve by Brian Bowman, seconded by Henry Wood. Motion carried 7/0.

The Administration and Building and Grounds Committee has reviewed the attached quotes for concrete repairs at Woodside Middle School.

Table with 2 columns: Item Name, Amount. Row 1: A+ Flat Top Concrete, \$19,021.75. Row 2: Cameron Mitchell, Inc., \$19,172.00.

The Superintendent recommends the approval of the agreement with A+ Flat Top Concrete. This will be funded through the PPEL Fund.

- E. 2014-2015 School Handbook Changes
Motion to approve by Melissa Sassman, seconded by Henry Wood. Motion carried 7/0.

The following 2014-2015 school handbooks are being presented to the board for review/approval. The specific changes being recommended are summarized below:

Each building handbook includes the annual district notices, board policies and regulations.

All handbooks are provided to students and families in hard copy and/or on district website.

All are changes highlighted in the attached handbooks and summarized below with page number:

- 1. Cornell Elementary
• Staff (1)
• Student attendance (2)

2. Cornell Elementary Pre-school Handbook
 - Service priority of in-district students (5)
 - Snacks/Foods and Nutrition (10-11)
 - Iowa Non-Discrimination Notice (11)

3. Woodside Middle School
 - Faculty and Staff (1)
 - Students provided assignment/planner (3)

4. Saydel High School
 - Schedule (inside cover)
 - Staff (5)
 - Advisory to Academic Support (12)
 - Dropped advisory credit, added elective credit (13)
 - Adjusted 2nd semester test exemptions to reflect growth instead of proficiency(14)
 - Changed end of 1st and 3rd quarter eligibility standards to be consistent across all grading periods (41/42)

F. Special Education Service Delivery Development Committee

Motion to approve by Ray Livingston, seconded by Henry Wood. Motion carried 7/0.

The board is being asked to approve the Development Team for the Special Education Service Delivery Model.

Approval of the Development Team is the first step in a multi-step process to approve the service delivery model by the September 15th state deadline.

The State of Iowa requires a reexamination of the District Developed Service Delivery Plan (DDSDP) every five years following the district site visit. The process requires a development committee to reexamine and adjust the DDSDP in accordance with state guidelines. A timeline has been created in order to fulfill the state requirements for submission.

<u>Date</u>	<u>Activity</u>
07/07/14	Development team is created
07/14/14	Development team Board approved
07/15/14	Development team creates plan
07/24/14	Submit to Chris Stammerman to publish on district website
07/28/14	Public comment period (20 days)
08/25/14	Plan goes to AEA Special Education Director for compliance verification
09/2014	Special Session) School board approves final DDSDP
09/15/14	State deadline to submit

The board reviewed this process in a work session held July 7, 2014. The superintendent recommends the approval of the development team.

G. 2014-2015 Instruction Days vs. Hours

1. Hearing on Hours Vs. Days

President Paul Breitbarth announced this was the time and place for the public hearing on a decision to meet minimal instructional calendar requirements using hours (1080) or days (180). There were none.

2. Calendar Recommendation – Motion to approve by Brian Bowman, seconded by Melissa Sassman. Motion carried 7/0.

It is recommended that the board approve the use of hours (1080) to meet state requirements for instructional time in district calendars.

The instructional calendar for 2014-2015 does not contain 180 days.

Currently, the instructional time at each building is as follows:

Cornell - 405 m/day=1085 hours

Woodside - 420 m/day=1133 hours

Saydel HS - 421 min/day=1133 hours

H. Equipment Donation to Grandview Christian

Motion to approve by Melissa Sassman, seconded by Henry Wood. Motion carried 7/0.

Ryan Eidahl, Business Manager; Dan Willson, Director of Building and Grounds; and Chris Stammerman, Director of Technology have recently met with representatives from Grandview Christian about some of their equipment needs for the upcoming school year. We viewed all of the equipment that we currently have in storage and went through some of the technology items that we were planning on recycling.

According to Board Policy #803.1, the Board can determine the method that will be used for disposal of equipment, i.e. disposal, recycling, donating, or resale. It is the recommendation of the Business Manager to donate the attached list of items to Grandview Christian.

The Superintendent recommends the approval to donate the equipment to Grandview Christian.

I. Eagles Nest Coordinator Salary

Motion to approve by Rob Stephenson, seconded by Ray Livingston. Motion carried 7/0.

At the May 12, 2014 Board Meeting, the Board approved raises for the Eagles Nest employees that are involved in the before and after school program. As part of that proposal, Deb Larson's summer camp wage per hour should have been increased but was missed.

The current recommendation is to increase Ms. Larson's wage per hour for the 2014 summer camp from \$13.00 per hour to match what she currently receives for the before and after school program which is \$14.50 through June 30, 2014 and \$14.95 starting July 1, 2014.

The Superintendent recommends approval of this increase.

- VI. Adjourn – Motion to adjourn by Kyle Prendergast, seconded by Henry Wood. Motion carried 7/0. Meeting adjourned at 8:10 PM.

Paul Breitbarth, Board President

Jane Prange, Board Secretary