

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

REGULAR BOARD MEETING MINUTES
6:00 PM
Saydel District Office Board Room
September 8, 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, and Paul Breitbarth, all present
 - B. Approve Agenda – Motion to approve by Ray Livingston, seconded by Melissa Sassman. Motion carried 7/0.

- II. Public Comments – None

- III. Board Reports –
 - Paul reported since the last meeting school has started and things have gone smoothly. There has been one water issue and a couple building issues.
 - Henry stated that Saydel alumni Gabe Hicks repainted the US Map on the playground at Cornell Elementary. It was originally painted by Pioneer years ago. The project is complete and looks great.
 - Ray noted he announces at the Saydel sports events and especially enjoys senior night. Recently he was able to announce that long-time friend Greg Punelli has received the Iowa High School Athletic Association Friend of Iowa Award, which is a statewide recognition. Greg has devoted a lot of time taking photos at school and sports events. Greg agreed to photograph the board members after the meeting. Ray also noted the return of the Saydel Homecoming Parade, set for Sunday, Sept. 14.
 - Paul noted the Can Drive supporting Saydel After Prom is Sunday, Sept. 14.
 - Paul shared updates on the construction progress. Since Aug. 22, he has been meeting daily with Sam Stagg in case there are any issues. He's trying to mediate issues between contractor, architect and the District. Some things are behind schedule and progress is being made to catch up. Glass has been installed in the gymnasium. In the Athletic Complex and in the Press Box, there is a lot of interior activity happening that is not currently viewed by those driving by; however, much work is being done such as electrical, HVAC, interior flooring, walls and insulation. Paul also mentioned that at the Maintenance Facility, the floor has been poured and there should be more progress made by end of next week. A pending item to be reviewed after the meeting by Building & Grounds is a change order on the boulevard at the high school to utilize the excess dirt piled at the northwest corner of the parking lot and build some berms to spruce up the

area. This would also deter parking in that area throughout the year. Vic Scott of Vic Scott Landscaping is preparing a proposal at no charge.

IV. Discussion/Action Items

A. Consent Agenda – Motion to approve by Brian Bowman, seconded by Kyle Prendergast. Motion carried 7/0.

1. Minutes of Previous Meeting
2. Bills for Payment
3. Financial Reports
4. Contracts
 - Iowa Events Center- Agreement between Global Spectrum L.P. (Iowa Events Center) and Saydel Community School District for facility rental for prom on May 2, 2015. Rental fee is \$2,500.00. (Student Activity Fund)
 - BC Productions- Agreement between BC Productions and Saydel Community School District for DJ service for the homecoming dance on September 20, 2014. Service fee is \$950.00. (Student Activity Fund)
 - Des Moines Independent Community School District- 28E agreement between Des Moines Independent Community School District and Saydel Community School District to allow Saydel students to attend specialized programs offered through their Central Campus. This agreement is a continuation from past years. (General Fund)

B. Personnel

1. Resignations/Terminations – None

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

Name	Position/Bldg.	Contract/Salary
Mike Downs	Asst. Football Coach/WS	\$2446.00
Renee Bozman	Eagles Nest Caregiver	\$10.95/hr
Wendy Smith	Eagles Nest-On-Site Supervisor/WS	\$13.00/hr
Melinda Aeschliman	Induction Mentor/WS	\$1,000.00
Aileen Meyer	Induction Mentor/WS	\$1,000.00
Marilyn Jungman	Induction Mentor/WS	\$1,000.00
Linda Reid	Induction Mentor/WS	\$1,000.00
Kim Poll	Induction Mentor/WS	\$1,000.00
Chris Mund	Induction Mentor/WS	\$1,000.00
Jaime Griffin	Induction Mentor/WS	\$1,000.00
Shari Rusher	Induction Mentor/WS	\$1,000.00
Missy Cogdill	Induction Mentor/WS	\$1,000.00
Candie Cable	Induction Mentor/WS	\$1,000.00
Tanya Ericson	Induction Mentor/WS	\$1,000.00
Amy Crane	Induction Mentor/WS	\$1,000.00

Andria Olowpi	Kitchen Aide/CE	\$13.18/hr
Anne DaLuga	TAP Mentor Teacher/WS	\$4,500.00
Brenda Brown	Student Government Advisor/HS	\$1,834.50
Carolyn McCauley	Tutor/WS	\$23.00/hr

Non-Licensed Employee Hiring by the Superintendent (Policy #411.3)

Carlos Marroquin	Custodian/HS	\$15.88/hr
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3. Transfers – None

C. Open Enrollment – Motion to approve by Melissa Sassman, seconded by Brian Bowman. Motion carried 7/0.

1. In

<u>Student Name</u>	<u>Grade</u>	<u>From</u>	<u>Reason</u>
Ozias Butler	3	Des Moines	Continuation
Taylor Clark	6	Colfax Mingo	Continuation
Alexandria Edison	10	Ankeny	Continuation
Jaedyn Gill	6	Des Moines	Continuation
Bailey Moore	9	SE Polk	Family move
Elijah Moore	3	SE Polk	Family move
Tylor Moore	11	SE Polk	Family move
Braylee Nevins	2	Des Moines	Continuation
Drew Nuzum	2	Ankeny	Continuation
Jordan Nuzum	3	Ankeny	Continuation
Mikel Nuzum	8	Ankeny	Continuation
Brandon Olson	9	Des Moines	Continuation
Emma Reed	1	SE Polk	Family move
Amora Sims	5	SE Polk	Family move
Cadence Sims	2	SE Polk	Family move
Haili Sims	5	SE Polk	Family move
Alyssa Sunga	11	Colfax Mingo	Continuation
Liela Turner	K	Des Moines	Met deadline
Brenna Vitiritto	7	Des Moines	Family move
Cara Vitiritto	4	Des Moines	Family move

2. Out

<u>Student Name</u>	<u>Grade</u>	<u>To</u>	<u>Reason</u>
Ryenn Blackcloud	K	Des Moines	Met deadline
Emily Carver	K	Ankeny	Met deadline
Lakota Johnston	K	Des Moines	Met deadline
Landon Woods	K	SE Polk	Met deadline

D. Contracts and Agreements

1. Special Education Service Delivery Model – Motion to approve by Ray Livingston, seconded by Brian Bowman. Motion carried 7/0.

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 was followed in order to fulfill the state requirements for submission on or before September 15, 2014 as required by Iowa Law. The timeline was as follows:

TIMELINE

<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
09/08/14	School board approves final DDSDP

The Superintendent recommends the approval of the Special Education Service Delivery Model/Plan.

2. Change Requests for 2014 Bus/Maintenance Facility & Paving Projects – Motion to approve by Henry Wood, seconded by Rob Stephenson. 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 #2:

Add	Substitute 24' motorized gate with remotes and pedestal for card reader access	\$14,245.00
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Change Request #5:

Add	Remove/replace entrance walk at north doors of HS and sidewalk at NE corner of building.	\$3,746.00
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Change Request #6:

Add	Remove tree and root system in new paving area at HS.	\$1,380.00
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The Superintendent recommends approval of these change requests. This will be funded through the bond project.

3. Change Request for 2014 Artificial Turf & Track Project – Motion to approve by Rob Stephenson, seconded by Melissa Sassman. 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 #5:

Add	Additional gravel for service entrance	\$10,183.50
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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 Press Box/Bleacher Project – Motion to approve by Brian Bowman, seconded by Melissa Sassman. Motion carried 7/0.

The Administration and Building Grounds Committee has reviewed the following change request for the 2014 Press Box/Bleacher Project.

Change Request #3:

Add	Level out concrete on visitors side to allow for the bleachers to sit level.	\$7,972.00
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Change Request #4:

Add	Overexcavation of the trenches to allow for larger footings for the visitor bleachers.	\$4,366.00
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Change Request #5:

Add	Reroute conduit and drain tile for home bleacher footings	\$5,600.00
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Change Request #6:

Add	Prep and install time clock posts & install speaker on football scoreboard	\$7,997.00
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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 HS Renovation Project – Motion to approve by Rob Stephenson, seconded by Melissa Sassman. Motion carried 7/0.

The Administration and Building and Grounds Committee has reviewed the following change request for the 2014 HS Renovation Project.

Change Request #6:

Add	Patch and paint weight room ceiling	\$3,076.00
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Change Request #7:

Delete	Door and hardware changes	-\$369.00
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Change Request #8:

Add	Demolition of existing footing near HS entrance sidewalks.	\$4,037.00
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Change Request #9:

Add	Replacement of concrete block with brick where old canopy existed.	\$5,267.00
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Change Request #10:

Add	Demo concrete floor between new office area and work area/nurses office due to 1” variance in existing flooring.	\$1,365.00
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Change Request #11:

Add	Electrical and lighting changes-LED lights in canopy	\$6,399.00
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Change Request #12:

Add	Relocate plumbing pipes for roof	\$2,469.00
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The Superintendent recommends approval of these change requests. This will be funded through the bond project.

- E. Annual Settlement – Motion to approve by Brian Bowman, seconded by Henry Wood. Motion carried 7/0.

Iowa Code Section 279.33 requires the Board Treasurer to furnish the Board June 30 depository information annually. The district’s final balances were presented to the Board.

- V. Adjourn – Motion to approve by Melissa Sassman, seconded by Brian Bowman.
Motion carried 7/0. Meeting adjourned at 6:40 PM

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

ORGANIZATIONAL BOARD MEETING MINUTES
6:00 PM

Saydel District Office Board Room
September 8, 2014

- I. Call the Meeting to Order – Meeting called to order by President Paul Breitbarth at 6:41 PM
 - A. Roll Call – Brian Bowman, Ray Livingston, Kyle Prendergast, Melissa Sassman, Rob Stephenson, Henry Wood, and Paul Breitbarth, all present
 - B. Approve Agenda
 1. Motion to amend agenda to table Eagles Nest Report to a later date by Henry Wood, seconded by Melissa Sassman. Motion carried 7/0.
 2. Motion to amend agenda, adding Item E, Board Comments, under Organization of the Board of Directors Election, by Melissa Sassman, seconded by Brian Bowman. Motion carried 7/0.

- II. Organization of the Board of Directors
 - A. **Election of 2014-2015 Board President** – Nomination of Brian Bowman as 2014-2015 Board President made by Ray Livingston, seconded by Melissa Sassman. Motion carried 7/0. The oath of office was administered to the newly elected President. Brian will serve one-year term through Sept. 14, 2015.

 - B. **Election of 2014-2015 Board Vice President** – Nomination of Paul Breitbarth as 2014-2015 Board Vice President made by Melissa Sassman. The oath of office was administered to the newly elected Vice President and he assumed the vice president’s chair. Motion carried 6/1, Rob Stephenson voting no. Paul will serve one-year term through Sept. 14, 2015.

 - C. **Appoint Board Secretary & Oath of Office** – Nomination of Beth Vitiritto as 2014-2015 Board Secretary was made by Paul Breitbarth, seconded by Melissa Sassman. Motion carried 7/0. The oath of office was administered to the newly elected Board Secretary.

 - D. **Establishment of Day and Time of Meetings** to be held the second Monday of each month – Motion to approve by Paul Breitbarth, seconded by Melissa Sassman. Motion carried 7/0.

E. Board Comments – Brian Bowman thanked the Board for the opportunity to serve as the new President. The Board thanked Paul Breitbarth for his dedication over the years as President, and Jane Prange was recognized for serving eight years as Board Secretary.

F. Annual Resolutions – Motion to approve by Melissa Sassman, seconded by Henry Wood. Motion carried 7/0.

RESOLUTION NAMING BANK DEPOSITORIES

WHEREAS, as required by the Code of Iowa, be it resolved that the Saydel Community School District identifies Bankers Trust, Iowa State Bank, US Bank, and Valley Bank as our banks of depository. The depository limits are set at \$5,000,000 for Bankers Trust, \$20,000,000 for Iowa State Bank, \$300,000 for US Bank, and \$1,250,000 for Iowa School Joint Investment Trust (ISJIT).

RESOLUTION AUTHORIZING PRESIDENT AND SECRETARY SIGNATURES

WHEREAS, it is provided by the Code of Iowa that the President is authorized to sign all warrants for the district drawn on all the district funds and that the Secretary is authorized to countersign same,

NOW, THEREFORE, be it resolved that the President and Secretary be authorized to sign all warrants drawn on all district funds of the Saydel Community School District as provided in the Code of Iowa and policies adopted by the Board of Education.

RESOLUTION TO AUTOMATICALLY DISBURSE PAYROLL

WHEREAS, it is not practical to conduct a board meeting for the purpose of allowing payment of payroll obligations, and the Code of Iowa provides proper procedures to be followed in the absence of a formal board meeting.

NOW, THEREFORE, be it resolved the Secretary of the Board of Education shall be authorized to disburse payroll monthly according to contracts entered into between the Saydel Community School District and the employees, and payment of part-time and hourly payroll when time sheets are filed.

RESOLUTION TO DESIGNATE OFFICIAL NEWSPAPER OF RECORD

WHEREAS, the Code of Iowa requires that the proceedings of each regular, adjourned, or special meeting of the Board, including the schedule of bills allowed shall be published,

WHEREAS, the publication of the Board proceedings shall be satisfied by publication in at least one newspaper having general circulation within the district.

WHEREAS, the Ankeny edition of the Des Moines Register, a newspaper published in Polk County, is a publication having general circulation within Saydel Community School District,

NOW, THEREFORE, be it resolved that the Secretary of the Board of Education shall be authorized to have published in the Ankeny edition of the Des Moines Register proceedings of the Saydel Board of Education.

RESOLUTION NAMING LEGAL COUNSEL

WHEREAS, a school corporation may employ an attorney to represent the school corporation as necessary for the proper conduct of the legal affairs of the school corporation,

NOW, THEREFORE, be it resolved by the Saydel Community School District Board of Education located at 5740 NE 14th Street, Des Moines, Polk County, Iowa 50313 that the Ahlers Law Firm be appointed as primary counsel, with others on an as needed basis.

RESOLUTION AUTHORIZING THE USE OF CHECK SIGNER AND PROTECTOR

WHEREAS, there is on file at the Iowa State Bank and US Bank resolutions providing for depositing of funds and the withdrawal of same when properly signed by the President and Secretary as adopted by action of the Board of Education, and,

WHEREAS, a check signer and protector has been purchased using facsimile signatures of the President and Board Secretary and use of the machine is permissible when access is properly controlled,

NOW, THEREFORE, be it resolved that facsimile signatures of President and Secretary be authorized by the Board of Education to be used exclusively for the withdrawal of funds from all funds held at Iowa State Bank and US Bank.

RESOLUTION TO PAY BILLS WHEN BOARD IS NOT IN SESSION

WHEREAS, in the operation of the affairs of the school district certain obligations are necessary to be paid and it is not practical for the Board to meet in special session for the processing and auditing of these bills, and,

WHEREAS, Section 279.30, Code of Iowa, provides that the Board may authorize the Business Manager to issue such warrants,

NOW, THEREFORE, be it resolved that the Business Manager is authorized to issue warrants when the Board of Directors is not in session for the payment of freight, drayage, express, postage, printing, water, light/gas, telephone, and other items deemed necessary by the Superintendent for expeditious purposes.

IV. Board Reports

- A. IASB Annual Conference – Brian Bowman said the Conference is November 19-21, 2014. Highlights of the event include Three School Finance Boot Camps, Delegate Assembly, Keynotes, Networking Opportunities, Member-Vendor Social, New Board President’s Workshop and an Exhibit Hall. Paul Breitbarth said the event is a statewide platform where ideas and one-on-one initiatives can be shared. He said it is a great networking opportunity. No action was taken.

- B. IASB Delegate Assembly – IASB bylaws give each member school board a delegate who casts the board’s votes on issues before the Delegate Assembly. School board members provide input on IASB’s legislative platform and these priorities help influence legislators and the governor. By participating in this debate process, each school, AEA and community college board contributes to IASB’s legislative program and ultimately the unified legislative interests of all Iowa school boards. The Delegate Assembly and Annual Meeting will be held Wednesday, Nov. 19. It was recommended by Melissa Sassman that Paul Breitbarth serve as the Delegate at this event, as he has in the past.

V. Superintendent’s Report

- A. Introduction of New NIET Director for TAP – Michael Derrick was introduced as the new director for the National Institute for Excellence in Teaching and he shared his background. He is stationed in Iowa and will work with Saydel and Central Decatur, providing excellent service in TAP implementation.

- B. Enrollment Update – Doug Wheeler gave the Board an Enrollment Snapshot.

- C. Annual Yearly Progress Report (NCLB) – No Child Left Behind Act of 2001 requires the Iowa Department of Education to collect data in grades 3-8 and 11 on an annual basis in order to determine if school districts and buildings have reached state adequate yearly progress (AYP) targets. Also included are Iowa Assessment participation rates for all students and subgroups as well as average daily attendance and graduation rates. Mr. Wheeler shared the Saydel 2014 AYP Determinations and a graph showing the trends of where Saydel has been.

VI. Adjourn – Motion to adjourn by Ray Livingston, seconded by Paul Breitbarth. Motion carried 7/0. Meeting adjourned at 7:31 PM

Brian Bowman, Board President

Beth Vitiritto, Board Secretary

