

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 Board Room

November 14, 2016

- I. Call the Meeting to Order** – Meeting called to order by Board President Brian Bowman at 6:01 PM
- A. Roll Call** – Melissa Sassman, Chad Vitiritto, Roland Kouski, Jr., Doug Kayser, Henry Wood, Jennifer Van Houten, Brian Bowman, present.
- B. Approve Agenda** – Motion to approve by Melissa Sassman, seconded by Chad Vitiritto. Motion carried 7/0.
- II. Public Comments** – None
- III. Board Reports**
- Brian Bowman reminded the Board the IASB Convention is November 16-18, 2016. He thanked Jennifer Van Houten for representing the Saydel Board of Education at the Delegate Assembly.
- IV. Superintendent’s Report**
- A. iJAG** – Superintendent Mr. Douglas Wheeler introduced Teresa Bowlin who shared an overview about how iJAG (Iowa Jobs for American Graduates) is implemented at Saydel High School. iJAG’s mission is to assist students with multiple barriers to graduating from high school and/or successfully transitioning from high school to continued education and careers. The success of the program is reflected in iJAG’s documented, measurable performance outcomes. The three basic areas focused on are education, employment and life skills. Students who may be targeted for the program are those with low credits, grades and GPA, students who are hard to serve/at risk of dropping out, foster youth, offenders, and those with high risk family environment. Relying on real-world, project-based instructional methods and an unconventional approach to personal connections with students, Bowlin works within conventional learning environments to help remove barriers and show students how to achieve the next step of their career or education.
- B. School Student Demographic Report** – Mr. Wheeler shared a demographic snapshot with the Board, which included three-year trends for enrollment, ethnicity/race, and free/reduced lunch. He also shared three-year subgroup trend numbers for serving ELL, special education, ELP, and at-risk students.
- V. Administrative Report to the Board – Culture & Climate Initiatives** – Mr. Wheeler explained the feedback procedures that have been implemented over the last few years. He shared an overview of the Culture & Climate initiatives for students and staff at Saydel. He provided an update on Behavior and PBIS, explaining new alignment across the district with the District Behavior Matrix and PBIS system. Principals Brian Vaughan and Kevin Schulte shared their comments regarding the Behavior and PBIS reboot, noting how students are connecting to the expectation to behave The Eagle Way and be Safe, Open-Minded, Accountable and Respectful. Mr. Wheeler discussed district emergency planning, noting the work done by the Safety Committee. Projects have included updating the emergency plan/communication structure and implementing the use of two-way district radios, the Raptor System, and ALICE training. Inventory on emergency survival kit buckets is also a project currently underway. Mr. Wheeler also reviewed

data that has been gathered from recent surveys including: staff exit survey, staff engagement survey, district communication survey, and student Gallup survey.

## VI. Discussion/Action Items

**A. Consent Agenda** – Motion to approve by Melissa Sassman, seconded by Henry Wood. Motion carried 7/0.

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

## B. Personnel

1. **New Hires** – Motion to approve by Melissa Sassman, seconded by Chad Vitiritto. Motion carried 7/0.

<u>Name</u>	<u>Position/Bldg.</u>	<u>Contract/Salary</u>
Lynsey Schwickerath	9th Gr. Girls Basketball Coach/HS	\$3,759.80 (pending licensure)
Samuel Skogen	9th Gr. Boys Basketball Coach/HS	\$3,759.80
Mason Denholm	MS Girls Basketball Coach/WS	\$2,734.40
Victoria Singletary	Lunch/Recess Associate/CE	\$13.68/hr

2. **Resignations/Terminations** – Motion to approve by Jennifer Van Houten, seconded by Roland Kouski, Jr. Motion carried 7/0.

<u>Name</u>	<u>Position/Bldg.</u>	<u>Reason</u>
Sarah Brix	Special Ed Associate/CE	Personal

**C. Policies** – The policies listed below were reviewed by the Policy Committee, and the Superintendent recommended their approval.

### 1. Revision/Review

- a). **501.16 Homeless Children & Youth** – Motion to approve by Doug Kayser, seconded by Chad Vitiritto. Motion carried 7/0.
- b). **502.6 Weapons** – Motion to approve by Melissa Sassman, seconded by Roland Kouski Jr. Motion carried 7/0.
- c). **503.1 Student Conduct** – Motion to approve by Henry Wood, seconded by Melissa Sassman. Motion carried 7/0.
- d). **505.4 Testing Program** – Motion to approve by Chad Vitiritto, seconded by Melissa Sassman. Motion carried 7/0.
- e). **602.1 Curriculum Development** – Motion to approve by Henry Wood, seconded by Chad Vitiritto. Motion carried 7/0.
- f). **602.2 Curriculum Adoption And Implementation** – Motion to approve by Jennifer Van Houten, seconded by Henry Wood. Motion carried 7/0.
- g). **602.3 Curriculum Evaluation** – Motion to approve by Doug Kayser, seconded by Chad Vitiritto. Motion carried 7/0.
- h). **604.3 Extended Learning / Talented & Gifted Program** – Motion to approve by Melissa Sassman, seconded by Jennifer Van Houten. Motion carried 7/0.
- i). **605.1 Instructional Materials Selection** – Motion to approve by Jennifer Van Houten, seconded by Doug Kayser. Motion carried 7/0.
- j). **507.9 Wellness Policy** – Motion to approve by Roland Kouski, Jr., seconded by Chad Vitiritto. Motion carried 7/0.
- i). **710.1 Child Nutrition Program** – Motion to approve by Melissa Sassman, seconded by Chad Vitiritto. Motion carried 7/0.

**k). 710.4 Child Nutrition Program Charges And Notification Guidelines –** Motion to approve by Melissa Sassman, seconded by Jennifer Van Houten. Motion carried 7/0.

**2. NEW Policies (1<sup>st</sup> reading)**

**a). 505.8 Parent And Family Engagement –** Motion to approve by Chad Vitiritto, seconded by Roland Kouski, Jr. Motion carried 7/0.

**b). 507.9R1 Wellness Regulations –** Motion to approve by Melissa Sassman, seconded by Chad Vitiritto. Motion carried 7/0.

**c). 507.9R2 Operational Guidelines for Wellness Regulation –** Motion to approve by Chad Vitiritto, seconded by Roland Kouski, Jr. Motion carried 7/0.

**D. SBRC Request –** Motion to approve by Melissa Sassman, seconded by Chad Vitiritto. Motion carried 7/0. The Board approved the School Budget Review Committee (SBRC) application for additional spending authority in the areas of increasing enrollment, open enrollment out, and LEP/ESL instruction beyond five years. For Saydel CSD, in the current school year, that amounts to the following calculations:

1. 0.0 (students) x \$6,659.00 (per pupil cost)	=	\$0.00
2. 26.1 (students) x \$6,446.00 (state cost per pupil)	=	\$168,240.60
3. 19.0 Students x 0.22 (weighting) x \$6,659.00 (per pupil)	=	\$ 27,834.62
<b>TOTAL</b>	<b>=</b>	<b>\$196,075.22</b>

**E. 2016-2017 School Goals –** Motion to approve by Melissa Sassman, seconded by Jennifer Van Houten. Motion carried 7/0. The Board approved the 2016 Final Building Goals for Cornell Elementary, Woodside Middle School, and Saydel High School. The School Improvement Advisory Council provided input on these goals, and the Board was presented with the goals in an administrative report to the Board in October. These were developed using a common process that began in June of 2016.

**F. Closed Session** per Iowa Code 21.45(1)(i) to evaluate the professional competency of an individual whose appointment, hiring, performance or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session. – Motion to enter into Closed Session at 7:38 PM by Melissa Sassman, seconded by Jennifer Van Houten. Roll call vote was: Melissa Sassman, yes – Chad Vitiritto, yes – Roland Kouski, Jr., yes – Doug Kayser, yes – Henry Wood, yes – Jennifer Van Houten, yes – Brian Bowman, yes.

The Board returned to Open Session at 9:01 PM

**G. Superintendent's Recommendation of Conditions for Termination of an Employee –** Motion to approve by Melissa Sassman, seconded by Henry Wood. Motion carried 7/0.

**VII. Adjourn –** Motion to adjourn by Melissa Sassman, seconded by Chad Vitiritto. Motion carried 7/0. The meeting adjourned at 9:05 PM.

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Brian Bowman, Board President

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Beth Vitiritto, Board Secretary

The next scheduled Regular Board Meeting is Monday, December 12 at 6 PM. It will be held in the Board Room at the Saydel District Office.