

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

REGULAR BOARD MEETING MINUTES

6:00 PM

Saydel District Office Board Room

October 24, 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 Jennifer Van Houten. Motion carried 7/0.
- II. **Discussion/Action Items**
- A. **Consent Agenda** – Motion to approve by Melissa Sassman, seconded by Jennifer Van Houten. Motion carried 7/0.
1. **Contracts**
- a). **Camp Dodge Lease Agreement** – Agreement for a sixth grade field trip to Camp Dodge on May 23, 2017 for confidence training. The lease allows use of Camp Dodge grounds and facilities.
- b). **2016 Cornell Elementary Addition & Outdoor Classroom Project Change Orders** – The following change orders are to change the substantial completion date from September 16, 2016 to September 30, 2016. No additional costs are added or removed from the individual contracts.
1. Baker Mechanical, Inc. dba Baker Group CO#3
 2. Brad Moeller Electric, Inc. CO#4
 3. Caliber Concrete, LLC. CO#3
 4. Central States Roofing CO#1
 5. Corn States Metal Fabricators, Inc. CO#1
 6. Foundation Service Corp. CO#2
 7. Katelman Steel Fabrication, Inc. CO#3
 8. Munro Construction Co. CO#3
 9. Valley Plumbing Co., Inc. dba Rhiner's Plumbing CO#3
 10. Summit Fire Protection CO#2
- B. **Personnel**
1. **New Hires** – Motion to approve by Chad Vitiritto, seconded by Melissa Sassman. After discussion and advisement from the Business Manager, Melissa Sassman made a motion to amend the original motion removing Tom Goodman from the hires list. Motion was seconded by Henry Wood. Amended motion carried 7/0. Original motion carried 7/0.

<u>Name</u>	<u>Position/Bldg.</u>	<u>Contract/Salary</u>
Stacey Rice	HS Asst. Wrestling Coach	\$3,759.80
Cheryl Smith	HS Mock Trial Advisor	\$854.50
Katelyn Sandquist	Journalism Club Stipend	\$500.00
Annie Gallaher	Lego League Club Stipend	\$500.00
Victoria Singletary	CE Special Ed Associate	\$13.98/hour

Brett Hersom	MS Boys Basketball	\$2,734.40
Tom Goodman	HS 9 th Gr. Boys Basketball	\$3,759.80 (removed per amended motion)
Mike Dennis	MS Wrestling	\$2,734.40

2. **Resignations/Terminations** – Motion to approve by Melissa Sassman, seconded by Chad Vitiritto. Motion carried 7/0.

<u>Name</u>	<u>Position/Bldg.</u>	<u>Reason</u>
Tyler Zander	HS Asst. Wrestling Coach	Personal
Preston Martens	WS Lunch/CE Recess Assoc.	Personal
Zach Buehrer	9th Grade Boys Basketball Coach	Personal
Jessica Bryant	HS Kitchen Cook	Personal

C. Contracts & Agreements

1. **Cornell Project – Completion Report** – Art Baumgartner from Haila Architecture presented a progress report on the Cornell Elementary Addition and Outdoor Classroom. The project was substantially complete September 30, 2016. All site work and all interior work is complete. The punch list is 99%+ complete. Art discussed project challenges and solutions, progress photos of the play area, classroom spaces, common space and new hallway to west exit. Planned start date was 5-2-16; actual start date was 5-16-16. Original completion was 9-16-16; actual completion was 9-30-16. Art reviewed the project budget and cost control. He discussed small miscellaneous closeout changes. Regarding safety, there were zero recordable accidents for the duration of the project. The Board also talked about future projects. They reviewed the Facilities Master Plan and discussed top priorities.
2. **2016 Cornell Elementary Addition & Outdoor Classroom Project Substantial Completion** – The District’s construction manager, Estes Construction and architect, Haila Architecture have signed off on the Certificate of Substantial Completions. The substantial completion date is September 30, 2016.
 - a. **Baker Mechanical, Inc. dba Baker Group** – Motion to approve by Melissa Sassman, seconded by Roland Kouski, Jr. Motion carried 7/0.
 - b. **Brad Moeller Electric, Inc.** – Motion to approve by Henry Wood, seconded by Chad Vitiritto. Motion carried 7/0.
 - c. **Caliber Concrete, LLC.** – Motion to approve by Jennifer Van Houten, seconded by Chad Vitiritto. Motion carried 7/0.
 - d. **Central States Roofing** – Motion to approve by Chad Vitiritto, seconded by Melissa Sassman. Motion carried 7/0.
 - e. **Corn States Metal Fabricators, Inc.** – Motion to approve by Chad Vitiritto, seconded by Henry Wood. Motion carried 7/0.
 - f. **Foundation Service Corp.** – Motion to approve by Chad Vitiritto, seconded by Jennifer Van Houten. Motion carried 7/0.
 - g. **Katelman Steel Fabrication, Inc.** – Motion to approve by Henry Wood, seconded by Melissa Sassman. Motion carried 7/0.
 - h. **Munro Construction Co.** – Motion to approve by Doug Kayser, seconded by Roland Kouski, Jr. Motion carried 7/0.
 - i. **Valley Plumbing Co., Inc. dba Rhiner’s Plumbing** – Motion to approve by Jennifer Van Houten, seconded by Chad Vitiritto. Motion carried 7/0.
 - j. **Summit Fire Protection** – Motion to approve by Henry Wood, seconded by Jennifer Van Houten. Motion carried 7/0.

D. **Disposal of Equipment** – Motion to approve by Melissa Sassman, seconded by Chad Vitiritto. Motion carried 7/0. Board Policy 803.1 indicates “obsolete equipment with a value of less than \$5,000 will be disposed of in a manner determined by the Board. The most economical method will be used, i.e. disposal, recycling, donating or resale.” Cornell is requesting to dispose of 35 desks, 69 chairs, two four-drawer filing cabinets, two two-drawer filing cabinets, and three bookshelves. The items that will be sold will be posted online through GovDeals.com. If items are not sold, then the most economic means will be used to dispose of the items.

III. **Adjourn** – Motion to adjourn by Jennifer Van Houten, seconded by Chad Vitiritto. Motion carried 7/0. Meeting adjourned at 6:45 PM.

Brian Bowman, Board President

Beth Vitiritto, Board Secretary

The next scheduled Regular Board Meeting is Monday, November 14 at 6 PM in the Board Room at the Saydel District Office.