

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

January 8, 2018

- I. Call the Meeting to Order** – Meeting called to order by President Brian Bowman at 6:01 PM
- A. Roll Call** – Julie Jennings, Doug Kayser, Jennifer Van Houten, Chad Vitiritto, Brian Bowman, present. Roland Kouski, Jr. (arrived at 6:11 PM), Rob Strickler, absent.
- B. Approve Agenda** – Motion to approve by Jennifer Van Houten, seconded by Chad Vitiritto. Motion carried 5/0.
- II. Public Comments** – None
- III. Board Reports**
- A.** Jennifer Van Houten said Saydel recently participated in the Gary Curtis Invitational Wrestling Tournament. During the event, Klayton Keller was named the 2018 Most Outstanding Wrestler.
- B.** Brian Bowman said students at Saydel High School are taking semester tests this week, and he wished them good luck.
- IV. Superintendent's Report**
- A. Calendar Update** – Superintendent Mr. Douglas Wheeler said the Calendar Committee has been meeting to complete the 2018-19 school calendar. He noted changes that will be implemented on it and said the Board will vote on the final calendar in February.
- V. Administrative Report to the Board – Objective B – Resource Allocation & District Management** – Mr. Wheeler reported on progress that has been made in Saydel's 3-Year Continuous Improvement Plan. Yearly administrative progress reports are provided to the Board from January through June. Mr. Wheeler reviewed the 3-Year Plan Objectives and Outcomes, and he outlined the Targets in Objective B (Management of Resources). Discussion focused on the management and operations of the district. Operations Department progress reports were presented by Kelly Bell, Supervisor of Building Maintenance, Gerald Young, Supervisor of Grounds Maintenance, and Don Frisby, Supervisor of Preventative Maintenance. They shared need assessments for their departments, and outlined plans for future projects. Director of Activities and Community Education Melissa Crosse then shared an update on the activities budget. She outlined basic program needs, the budget process, revenue, needs vs. wants, and the role of the Booster Club. Mr. Wheeler discussed progress on long-range planning for major maintenance items and reviewed the FY 18-19 Summer Facilities Work. He also shared how Saydel's policies and procedures have been monitored and updated, and he discussed Saydel's employee recruitment, training and retention programs.
- VI. Discussion/Action Items**
- A. Consent Agenda** – Motion to approve by Jennifer Van Houten, seconded by Julie Jennings. Motion carried 6/0.
1. Minutes of Previous Meeting
  2. Financial Reports
  3. Bills for Payment
  4. Contracts
    - a). **Physiotherapy** – Agreement between Physiotherapy and Saydel Community School District to provide eight one-hour sessions in November/December as part of Community Education.

- b). **Woodside Gym Painting** – Agreement between Go Big Graphics and Saydel Community School District to paint text graphics in the Woodside Gym. Total estimated cost is \$592.35.
- c). **Referees – Youth Basketball League** – Proposed list of officials to be contracted to officiate the youth basketball league
5. **Donations – KCCI/EMC:** \$1,000 donation through Read With Me Program

## B. Personnel

1. **New Hires** – Motion to approve by Julie Jennings, seconded by Jennifer Van Houten. Motion carried 6/0.

<u>Name</u>	<u>Position/Bldg.</u>	<u>Contract/Salary</u>
Sherry Foggia	Custodian/WS	\$16.93/hr

**Non-Licensed Employee Hiring by the Superintendent (Policy #411.3)** – Reviewed Only

<u>Name</u>	<u>Position/Bldg.</u>	<u>Contract/Salary</u>
Sabrina Kerley	Eagle's Nest Caregiver	\$10.65/hr

2. **Resignations** – Motion to approve by Doug Kayser, seconded by Roland Kouski, Jr. Motion carried 6/0.

<u>Name</u>	<u>Position/Bldg.</u>	<u>Reason</u>
Seth Owens	Special Ed Associate/WS	Personal
Jannah Hughes	Head Tennis Coach/HS	Personal

## C. Open Enrollment

1. **In** – Motion to approve by Jennifer Van Houten, seconded by Chad Vitiritto. Motion carried 6/0.

**In**

<u>Student Name</u>	<u>Grade</u>	<u>From</u>	<u>Reason</u>
Michael Moore-Fondren	11	Des Moines	Continuation – move 11/19/2017

## D. Contracts & Agreements

1. **Centerpoint Energy** – Motion to approve by Chad Vitiritto, seconded by Doug Kayser. Motion carried 6/0. The District is already under contract with CenterPoint Energy through June 2019 for the purchase of natural gas. The Board approved a revised contract which changes how the pricing index works. The old contract worked off of a Combined Pool Rate, while the new proposed contract works off of an Indexed Rate. This contract revision is estimated to save the General Fund \$2,000 per year in natural gas costs.

- E. **Audit Report – FY 2017** – Motion to approve by Roland Kouski, Jr., seconded by Chad Vitiritto. Motion carried 6/0. The Board approved the financial audit results and final report for 2016-17 as completed by Nolte Cornman and Johnson, P.C.

- F. **SBRC Request – Grandwood** – Motion to approve by Jennifer Van Houten, seconded by Chad Vitiritto. Motion carried 6/0. Grandwood is operating as a consortium of school districts. As such, each district now has to apply for a portion of the administrator's salary and benefits to be recouped as an allowable administrative fee for the Grandwood site. Each district needs Board approval for their portion, and then Grandwood will submit the application to the SBRC for the full amount. The Board approved submission of Saydel's portion of the allowable administrative Grandwood costs (which is \$3,044.88), so Grandwood can apply for full amount of administrative costs to the SBRC (School Budget Review Committee).

- G. **SBRC Request – Woodward Academy** – Motion to approve by Julie Jennings, seconded by Doug Kayser. Motion carried 6/0. Woodward Academy is now operating as a consortium of

school districts. As such, each district now has to apply for a portion of the administrator's salary and benefits to be recouped as an allowable administrative fee for the Woodward Academy site. Each district needs Board approval for their portion, and then Woodward Academy will submit the application to the SBRC for the full amount. The Board approved submission of Saydel's portion of the allowable administrative costs (which is \$3,723.52), so Woodward Academy can apply for full amount of administrative costs to the SBRC (School Budget Review Committee).

**H. Community Education – February Offerings** – Motion to approve by Jennifer Van Houten, seconded by Julie Jennings. Motion carried 6/0. The Board approved the Community Education February offerings, which include Finance Education Classes and a Color Guard Mini Camp and performance.

**VII. Adjourn** – Motion to adjourn by Julie Jennings, seconded by Chad Vitiritto. Motion carried 6/0. The meeting adjourned at 8:06 PM.

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Brian Bowman, President

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Beth Vitiritto, Board Secretary

The next scheduled Regular Board Meeting is February 12, 2018, at 6 PM in the Saydel District Office Board Room.