

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

REGULAR BOARD MEETING MINUTES

6:00 PM

Saydel District Office Board Room

August 13, 2018

- I. Call the Meeting to Order** – Meeting called to order by Board President Brian Bowman at 6:02 PM
- A. Roll Call** – Roland Kouski, Jr., Julie Jennings, Doug Kayser, Chad Vitiritto, Rob Strickler, Brian Bowman, present. Jennifer Van Houten, absent
- B. Approve Agenda** – Motion to approve by Roland Kouski, Jr., seconded by Julie Jennings. Motion carried 6/0.
- II. Public Comments**
- Megan Ford, 6934 NW 4TH Street, Ankeny, IA, shared scheduling concerns regarding the Homecoming dance date.
 - Melissa Smith, 5789 NW 3rd Ct., Des Moines, IA, voiced appreciation for combined efforts on getting the band trailer repaired and shared concerns regarding date of the Homecoming dance.
 - Amanda Stone, 1250 NE 54th Ave., Des Moines, IA, addressed the Board regarding the repair/use of the band trailer. She also voiced concern regarding the Homecoming dance date.
- III. Board Reports**
- A.** Brian Bowman noted the IASB Convention is in November, and he encouraged board members to attend.
- B.** Brian Bowman welcomed Mr. Todd Martin as the new superintendent at Saydel CSD.
- C.** Doug Kayser said six Saydel students participated in a robotics competition at the Iowa State Fair. The team earned the Mechanical Ingenuity Award and their invention had the highest scoring robot run at the event.
- D.** Rob Stricker said members of the Saydel Employee Relations Board participated in the ISEA/SAI Effective Labor-Management Collaboration Symposium in July. The ISEA and SAI are committed to bringing Iowa educators, administrators, and school board members together to develop collaborative labor-management relationships that have positive impacts on student growth and employee satisfaction.
- IV. Superintendent's Report**
- A. Summer Operations Update** – Mr. Martin shared an overview of projects they have worked on and completed during the summer.
- B. Enrollment Snapshot** – Mr. Martin shared an enrollment snapshot. The figures included enrollment as of 8-9-18 in PowerSchool. The electronic and walk-in registration went well and students are still enrolling.
- C. Board Meeting Schedule 2018-19** – Mr. Martin shared a draft of the new calendar which outlines the topics and dates of the 2018-19 Saydel School Board Meetings and Work Sessions.
- D. Hiring Update** – A report was presented which outlines new hires, resignations, transfers, and positions yet to be filled.
- E. TAP Retreat Review** – Director of Curriculum, Instruction & Assessment Mary Salazar recapped who attended the TAP Summer Institute and shared themes that emerged during the event. She also shared work completed during the Saydel TSI Days where administrators

worked with principals and the Teacher Leadership Team reviewing Iowa Assessment data, planning data application, goal setting, developing goals for Cluster, and learning how John Hattie's work applies to Saydel CSD's need for all students to have the opportunity to learn at high levels and be successful.

V. Administrative Report to the Board – Employee Pre-Service & Professional Development

Overview 2018-19 –Mary Salazar provided a professional development update with the Board. She reviewed the pre-service schedule for new and returning staff for August 16-22. Mary provided an overview of the Summer CIA work and discussed the plans for professional development work.

VI. Discussion/Action Items

A. Consent Agenda – Motion to approve by Chad Vitiritto, seconded by Julie Jennings. Motion carried 6/0.

1. Minutes of Previous Meeting
2. Financial Reports
3. Bills for Payment
4. Contracts
 - a). **CMS4Schools Service Agreement** – Website hosting three-year renewal with annual cost of \$2,409.
 - b). **Forecast5 Analytics** – Renewal of 5Cast forecasting software and purchase of 5Cast Plus financial report software.
 - c). **Softchoice: Microsoft License Agreement** – Renewal of Microsoft license for the third year of a three-year agreement with annual cost of \$10,400.47.
 - d). **CDW-G: Nutrition POS Computers** – Purchase of eight computers to replace the nutrition point-of-sale computers with purchase price of \$5,520.
 - e). **Amazon Services LLC: Amazon Business Account** – Business account for district purchases with no cost.
5. Donations – Girl Scouts of Greater Iowa donation of 26 cases of cookies for Back To School Staff Kick-Off; Lutheran Church of Hope (Ankeny) donation of backpacks, school supplies; Capitol City Church donation of Back To School Staff Breakfast; Woodside PTO donation of \$100 in gift cards and Affinity Credit Union donation of \$100 in gift cards for Back To School Staff Kick-Off.
6. Fundraising – Fundraising applications for upcoming events were approved for the following organizations: Saydel Endowment, Cornell PTO, Saydel Cheerleading, Athletic Booster Club, and Saydel After Prom.

B. Personnel

1. **New Hires** – Motion to approve by Julie Jennings, seconded by Rob Strickler. Motion carried 6/0.

<u>Name</u>	<u>Position/Bldg.</u>	<u>Contract/Salary</u>
Bethany Kula	Head Fall Cheer Advisor	\$2,793.12
Julianne Rogowski	Head Winter Cheer Advisor	\$2,793.12
Rachel Glissman	Asst. Fall Cheer Advisor	\$1,396.56
Rachel Glissman	Asst. Winter Cheer Advisor	\$1,396.56
Mary Amaya	Special Ed Associate/WS	\$14.63/hr.
Heidi Mata	Special Ed Associate/HS	\$14.63/hr.
Kristin Hixenbaugh	Special Ed Associate/HS	\$14.63/hr.
Lydia Hernandez	Kitchen Aide/CE	\$14.48/hr.
Judy Wegele	Kitchen Aide/WS	\$14.48/hr.

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

<u>Name</u>	<u>Position/Bldg.</u>	<u>Contract/Salary</u>
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Noreen Morrow JV Girls' Basketball Coach \$3,840.54

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

<u>Name</u>	<u>Position/Bldg.</u>	<u>Reason</u>
Kimberly Hunter	Head Cook/HS	Personal
Rachelle Robinson	Spec. Ed. Associate/CE	Personal
Zack Robinson	Spec. Ed. Associate/CE	Personal
Rick Blake	Asst. Boys' Track Coach/HS	Personal
Koren Moss	Kitchen Aide/HS	Personal

3. **Transfers** – None

C. Open Enrollment

1. **In** – Motion to approve by Chad Vitiritto, seconded by Julie Jennings. Motion carried 6/0.

<u>Student Name</u>	<u>Grade</u>	<u>From</u>	<u>Reason</u>
Nathan Bushbaum	3	Urbandale	Family Move
Ashlynn Farnsworth	12	Southeast Polk	Meets Good Cause
Janelle Flores	2	West Des Moines	Family Move
Devin Perry	3	Des Moines	Family Move

2. **Out** – Motion to approve by Rob Strickler, seconded by Julie Jennings. Motion carried 6/0.

<u>Student Name</u>	<u>Grade</u>	<u>To</u>	<u>Reason</u>
Aleighcia Parsley	K	Ankeny	Met Deadline
Ava Taylor	2	Ankeny	Family Move
Mia Karas	5	Des Moines	Meets Good Cause
Dominic Karas	1	Des Moines	Meets Good Cause
Dominick Belton	9	Urbandale	Family Move

3. **Denied** – None

4. **Presented for Board Review** – Reviewed Only

<u>Student Name</u>	<u>Grade</u>	<u>From</u>	<u>Reason</u>
Jakelin Contreras	5	Des Moines	Continuation
Sahi Contreras-Rivas	4	Des Moines	Continuation
Paola Viancy-Hernandez	5	Des Moines	Continuation

D. Contracts & Agreements

1. **Alpine Achievement: MTSS Dashboard** – Motion to approve by Roland Kouski, Jr., seconded by Chad Vitiritto. Motion carried 6/0. This is online software for data dashboarding, data warehousing, and MTSS/RTI planning. First year cost is \$9,408.14 with following year cost of \$11,068.40.
2. **Baker Group: HS Chiller Replacement** – Motion to approve by Chad Vitiritto, seconded by Rob Strickler. Motion carried 6/0. This is a request for final payment of \$6,204.35.

- E. 2018-19 SIAC** – Motion to approve by Julie Jennings, seconded by Doug Kayser. Motion carried 6/0. The Board appointed members to the 2018-19 School Improvement Advisory Committee (SIAC). The committee meets to provide input to the Board on the following: 1. Major educational needs 2. Student learning goals 3. Long-range goals that include, but are not limited to, the state indicators that address reading, mathematics and science achievement 4. Harassment or bullying prevention goals, programs, training and other initiatives.

SIAC Committee Members:

Roland Kouski, Jr. (Board Member)
 Julie Jennings (Board Member)
 Bob Myers (Community Member)
 Matt Tesdell (Community Member)
 Kevin Schulte Administrator
 Joshua Heyer Administrator
 Brian Vaughan (Administrator)
 Natalya Wheeler (Student)
 Seth Plascencia (Student)
 Jaelynn Myers (Student)
 Manny Mazariegos (Student)
 Karlee Nelson (Student)
 Kenneth Michael (Student)
 Billie Rogers (Parent)
 Melissa Garton (Parent)
 Cassie Strickler (Parent)
 Kathleen Shinn (Parent)
 Cheryl Smith (Teacher)
 Cole Albright (Teacher)
 Candie Cable (Teacher)
 Marsha George (Teacher)
 Traci Lust (Teacher)
 Shannon Larson (Counselor)
 Mary Salazar (Director of Curriculum, Instruction & Assessment)
 Julie McKibben (Director of Student Services & Special Education)

- F. 2018-19 Employee Handbook** – Motion to approve by Doug Kayser, seconded by Julie Jennings. Motion carried 6/0.
- G. Disposal of Equipment** – Motion to approve by Roland Kouski, Jr., seconded by Julie Jennings. Motion carried 6/0. 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.” The Board approved disposal of two cateye fitness bicycles.
- H. Community Education Fall Offerings** – Motion to approve by Julie Jennings, seconded by Rob Strickler. Motion carried 6/0. The Board approved the community education opportunities available this fall, which include the Little Eagles Cheer Clinic and Saydel AM Workout Classes.
- I. Annual Resolution** – Motion to approve by Roland Kouski, Jr., seconded by Rob Strickler. Motion carried 6/0.

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, and Iowa School Joint Investment Trust (ISJIT) as our banks of depository. The depository limits are set at \$10,000,000 for Bankers Trust, \$10,000,000 for Iowa State Bank, and \$10,000,000 for Iowa School Joint Investment Trust (ISJIT).

- J. Policy Update** – Motion to approve by Julie Jennings, seconded by Chad Vitiritto. Motion carried 6/0. The Board approved updating policy 710.4: Child Nutrition Program Charges And Notification Guidelines due to the implementation of the Community Eligibility Provision (CEP) district wide for the 2018-19 school year.
- K. School Handbooks** – The following handbooks were presented for approval. Changes included dates, staff changes, procedural adjustments based on nutritional guideline updates and staff engagement expectations.
1. **Preschool Orientation** – Motion to approve by Julie Jennings, seconded by Chad Vitiritto. Motion carried 6/0.
 2. **Cornell Elementary School Handbook** – Motion to approve by Roland Kouski, Jr., seconded by Chad Vitiritto. Motion carried 6/0.
 3. **Woodside Middle School Handbook** – Motion to approve by Chad Vitiritto, seconded by Rob Strickler. Motion carried 6/0.
 4. **Saydel High School Handbook** – Motion to approve by Julie Jennings, seconded by Roland Kouski, Jr. Motion carried 6/0.
 5. **Eagle’s Nest Staff Handbook** – Motion to approve by Julie Jennings, seconded by Chad Vitiritto. Motion carried 6/0.
 6. **Community Education Handbook** – Motion to approve by Roland Kouski, Jr., seconded by Julie Jennings. Motion carried 6/0.

- VII. Adjourn** – Motion to adjourn by Roland Kouski, Jr., seconded by Rob Strickler. Motion carried 6/0. The meeting adjourned at 7:28 PM.

Brian Bowman, Board President

Beth Vitiritto, Board Secretary

The next scheduled Regular Board Meeting & Work Session is August 27 at 6 PM in the Saydel District Office Board Room.