

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 12, 2015

- I. Call the Meeting to Order** – Meeting called to order by Board President Brian Bowman at 6:00 PM
- A.** Roll Call – Melissa Sassman, Roland Kouski, Jr., Doug Kayser, Henry Wood, Jenn Van Houten, Brian Bowman, present. Chad Vitiritto, absent.
- B.** Approve Agenda – Motion to approve by Melissa Sassman, seconded by Jenn Van Houten. Motion carried 6/0.
- II. Public Comments** – None
- III. Board Reports**
- Melissa Sassman said the Marching Band and Color Guard students at the High School have received many awards this year. They have two more competitions on Oct. 17. Their talents have earned them the following awards:
 - North Central Marching Invitational (Fort Dodge):**
1st Place, Class 3A
Best Marching, Overall
Best Drumline, Overall
Grand Champion, Overall
 - Five Seasons Marching Invitational (Cedar Rapids):**
2nd Place, Class 3A
Best Drum Major, Class 3A
 - ValleyFest Day Show (West Des Moines):**
2nd Place, Class 3A
Best Color Guard, Class 3A
Best Marching, Class 3A
Best Color Guard, Overall
 - ValleyFest Showdown (West Des Moines):**
5th Place, Class 3A
 - Jenn Van Houten reported the 7th Grade football team won their game last week and the 8th Grade team had a loss. It has been a good season. Their final game is Oct. 13.
 - Henry Wood said the flag football team wrapped up their season on Oct. 11. Ray Livingston was the announcer and played music to make the final game memorable. It was good to see so many volunteers participating.

- Henry Wood noted the 2nd Annual Saydel Spook Run will be held at Saydel High School on Oct. 31 at 10:30 AM. The 5K will be a road race. Proceeds will go to Cornell PTO, Woodside PTO, and the Eagle Endowment Fund. The Pancake Fundraiser for the 8th Grade trip to Washington, D.C. will also take place on Oct. 31 from 7 to 11 AM.
- Brian Bowman shared details on the following:
 - A.) Recognition of former Board members will take on Nov. 9 at the Regular Board Meeting.
 - B.) The Oct. 26 Board Work Session has been moved to Nov. 2.
 - C.) The IASB Conference will be held Nov. 18-19. Board members are encouraged to participate.
 - D.) The 2016 IASB Legislative Priorities need to be determined by the Board. Superintendent Mr. Douglas Wheeler shared which Legislative Priorities were selected for 2015, and noted his recommendations for 2016. The Board provided feedback and selected their top five choices as Finance A, B and Student Achievement and Student Equity A, F, H.

IV. Superintendent's Report

- A. Enrollment Snapshot** – Mr. Wheeler shared an Enrollment Snapshot with the Board. The figures included enrollment as of 10-12-15.
- B. Demographic Snapshot** – The Board reviewed current demographic populations for the District in the areas of free and reduced lunch, special education, ELL, ELP/TAG and minority enrollment.
- C. PD Day Summary** – The TQ PD Day was held Oct. 9 where teachers engaged in professional development. Dr. Simone Alekno, Director of Curriculum, Instruction & Assessment, facilitated the program, which focused on writing. In the afternoon, the teachers planned their write-to-learn strategies. Dr. Alekno noted the day went very well and 88 teachers participated. She is proud of the participants and their hard work.
- D. Conference Attendance** – Conferences were held Oct. 6 & 8. Mr. Wheeler reported 98% participation at Cornell Elementary; 88% participation at Woodside Middle School; and 66% participation at Saydel High School.

V. Administrative Report to the Board

- A. 2015-2016 Building Achievement Goals**
Mr. Wheeler and Dr. Alekno, explained the district-wide goal for goal setting is to have consistency in the process across buildings. By being on the same page with how we set and communicate goals, we can maximize the use of resources and identify areas for innovative practices for staff development and resource allocation to improve student achievement. Themes for the goals were reviewed, and building reports were presented by Cornell Elementary Principal Brian Vaughan, Woodside Middle School Principal Joshua Heyer and Saydel High School Principal Kevin Schulte. They each shared data overview of math/reading, goals for 2015-2016 math/reading, an overview of actions and culture and climate goals.
- B. End of FY Fund Balance** – Ryan Eidahl, Business Manager, presented the Board with the Ending Fund Balance Update for Fiscal Year Ending June 30, 2015, and provided an overview of the General Fund.

VI. Discussion/Action Items

- A. Consent Agenda** – Motion to approve by Jenn Van Houten, seconded by Melissa Sassman. Motion carried 6/0. The Board would like to thank Mayra Castaneda for nominating Cornell Elementary in her Sports Authority Back to School Sweepstakes entry.
1. Minutes of Previous Meeting
 2. Bills for Payment
 3. Financial Reports
 4. Contracts
 5. Donations

Consent Agenda Contracts:

- **Jeff Horner, Inc-** Agreement between Saydel CSD and Jeff Horner, Inc. to provide bullying assembly program for Cornell Elementary on October 28. The cost is \$495 plus travel expenses. This will be funded through the Cornell building budget (General Fund).

Consent Agenda Donations:

- **Sports Authority Donation-** Policy 704.4 requires the Board to approve all gifts/grants/bequests for the school. Cornell Elementary was informed that they had been nominated for a \$5,000 donation from Sports Authority and was one of the five grand prize winners. The Board needs to accept the prize by October 17, otherwise it will go to the next nomination. Below is what we received from Sports Authority.

The Sports Authority Back to School Sweepstakes was open to eligible contestants nationwide. They were asked to submit an entry to win and nominate a school along with their entry. If chosen as one of (5) grand prize winners, that eligible contestant would win a \$500 Sports Authority Gift Card and the nominated school with their entry would receive a \$5,000 donation in the form or a Sports Authority Gift Card. Mayra Castaneda, who has children that attend Cornell Elementary School, was chosen as a grand prize winner in the contest and had nominated Cornell Elementary School with her entry.

B. Personnel

1. **Resignations/Terminations** – None
2. **New Hires** – Motion to approve by Henry Wood, seconded by Jenn Van Houten. Motion carried 6/0.

<u>Name</u>	<u>Position/Bldg.</u>	<u>Contract/Salary</u>
Sandquist, Katelyn	Asst. Cheer Advisor/HS	\$1,315.80
Sandquist, Katelyn	Journalism Club/WS	\$500.00
Ellis, Dominic	MS Boys Basketball Coach/WS	\$2,631.60
Nuzum, Mike	MS Boys Basketball Coach/WS	\$2,631.60
Brown, Brenda	Induction Mentor/ HS	\$1,000.00
Fokken, Kari	Induction Mentor/HS	\$1,000.00
Murray, Lora	Induction Mentor/HS	\$1,000.00

Pavlik, Shawn	Induction Mentor/HS	\$1,000.00
Aeschliman, Melinda	Induction Mentor/WS	\$1,000.00
Jungman, Marilyn	Induction Mentor/WS	\$1,000.00
Meyer, Aileen	Induction Mentor/WS	\$1,000.00
Reid, Linda	Induction Mentor/WS	\$1,000.00
Bogers, Heidi	Induction Mentor/CE	\$1,000.00
Cable, Candie	Induction Mentor/CE	\$1,000.00
Crane, Amy	Induction Mentor/CE	\$1,000.00
Erickson, Kathy	Induction Mentor/CE	\$1,000.00
Goetz, Dana	Induction Mentor/CE	\$1,000.00
Griffin, Jamie	Induction Mentor/CE	\$1,000.00
Lockin, Lorrie	Induction Mentor/CE	\$1,000.00
McCauley, Carolyn	Induction Mentor/CE	\$1,000.00
Rusher, Shari	Induction Mentor/CE	\$1,000.00
Sager, Kelly	Induction Mentor/CE	\$1,000.00
St. Peter, Jennifer	Induction Mentor/CE	\$1,000.00

*Pending a satisfactory background check

3. **Transfers** – None

C. Open Enrollment

1. **In / Continuation** – None

2. **Out** – Motion to approve by Melissa Sassman, seconded by Jenn Van Houten.
Motion carried 6/0.

<u>Student Name</u>	<u>Grade</u>	<u>To</u>	<u>Reason</u>
Alphonso Williams	6	Des Moines	Continuation--Moved 9/14/2015
Mialie Williams	8	Des Moines	Continuation--Moved 9-14/2015

3. **Denied** – None

D. Contracts and Agreements

1. **iRead Software** – Motion to approve by Melissa Sassman, seconded by Doug Kayser. Motion carried 6/0.

The Proposal: Purchase iRead Software

iRead Price: \$30000 (unlimited license, hosting for one year, setup)

Proposal Made by: Dr. Simone Alekno (Director of Curriculum, Instruction, and Assessment)

Tech Devices: Chrome Books, iPads, laptops

What is iRead? Adaptive software for K-2nd students to learn Foundational Core Standards. Also includes 500 books and parent portal.

Funding: Microsoft Software Funds: \$34,155.31

Needs: Foundational Standards deficit according to FAST data and Chapter 62

This program was discussed by the Instruction and Finance Committees. The Superintendent recommends the purchase of this service.

Advantages of iRead:

- Is recently updated.
- Focused on K-2nd.
- Focused mostly on foundational skills and not just comprehension.
- Verified by other districts as effective.
- Includes a parent portal.

This adaptive software enables students to learn and sharpen their phonological awareness, phonics, and decoding through fun, customizable, game-like lessons. Students first build an avatar and then virtually travel as the avatar through several online classrooms.

The Children's Progress data from 2014-2015 show a need to strengthen the following skills addressed by iRead: Level A: Phonological Awareness, Letter Recognition, Primary Letter Sounds, Blending & Segmenting, Base Word and Endings, High-Frequency Words, Simple Spellings; Level B: CVC's & Blends, Consonant Digraphs, Multisyllabic Words, Long Vowels (VCe), Long Vowel Digraphs, r-Controlled Vowels, Diphthongs, Variant Vowels, High-Utility Words, Common Sound Spellings; Level C: Six Syllable Types, Prefixes & Suffixes, High-Utility Words, Inflectional Endings, Roots, Challenging Spellings. iRead can be purchased in full with Microsoft funds, so that we own it indefinitely. iRead would maximize instructional time during the reading workshop period by providing students with opportunities to engage in high quality learning opportunities on the iPads. iRead tracks the progress of students over time, sending data back to the teacher that he or she can use to differentiate instruction. iRead also provides a virtual "Groupinator" that will group students for teachers based on skill levels. In addition, iRead is a fun way for kindergarten through second graders to reinforce their learning and can be accessed from home.

2. **Baker Group Auto Shutoff** – Motion to approve by Jenn Van Houten, seconded by Melissa Sassman. Motion carried 6/0.

Agreement between Baker Group and Saydel CSD to install a flood protection valve and a 2" bypass line with a backflow preventer at the High School. Installing the new valve should prevent future floods in the boiler room at the High School. The work will need to be done when the High School is on break. This was discussed at the Operation Committee. The Superintendent recommends moving forward with Baker on installing the new valve. This will be funded through PPEL.

3. **Software Unlimited – Accounting Software** – Motion to approve by Melissa Sassman, seconded by Henry Wood. Motion carried 6/0.

The Business Office is proposing to implement new accounting software effective 1/1/2016. Software Unlimited has provided a quote for a total of \$17,130. Of this cost \$13,430 is a one-time setup fee. The ongoing cost would be

around \$8,500 a year. Our current accounting software cost approximately \$7,850 a year.

Main reasons for the shift is 1) we need software that is more current on the Affordable Care Act reporting requirements, 2) is web-based. This software has both. We have heard really good things about this software. They are currently being used by about 70% of Iowa school districts.

The Finance Committee has reviewed this proposal. The Business Office is recommending approval of the quote from Software Unlimited. This will be funded through the PPEL Fund.

4. **HAILA Architecture** – Motion to approve by Melissa Sassman, seconded by Jenn Van Houten. Motion carried 6/0.

The Board was presented with a contract from HAILA Architecture to move forward with some of the initial planning work for the various projects to include items such as the following: a preliminary design evaluation, alternate approaches to design and construction of the project, a rough budget for the cost of the work, proposed procurement method(s), and possible timelines. These projects have been outlined in a Site Master Plan.

In entering into this agreement we are indicating that we will contractually work with HAILA Architecture if the project moves forward. If at some point we decide not to engage in the project, then HAILA Architecture will be reimbursed for time and materials to that point in the work. An amount will be inserted into the contract as more details emerge on the project. The specific jobs are as follows:

At Cornell Elementary

1A. Pre-K Outdoor Classroom

1P. Cornell South 4th Grade Addition

1Q. Roof replacement over 3rd Grade and Future Media Center Areas

At Woodside

1G. Roof Replacement

At High School

1H. Roof Replacement

This is similar to the process that we have used in the past and this has been discussed at the Board Meeting on Sept. 28, 2015. The Superintendent recommends that we approve this contract with HAILA Architecture.

A letter from the school attorney at Ahlers Cooney was also provided to the Board for consideration on the contract. After discussion, it was motioned by Melissa Sassman and seconded by Jenn Van Houten to accept the HAILA contract with the following addition to Section 21.1:

"If litigation is instituted in connection with any controversy arising out of this Agreement or to interpret or enforce any rights under this Agreement, the prevailing party shall be entitled to recover from the non-prevailing party all attorney fees, costs, expert witness fees and litigation expenses incurred by the prevailing party, including those incurred on appeal."

- E. Site Master Plan, Phase I Plans** – Art Baumgartner, architect for HAILA Architecture, shared Phase I Plans for the Site Master Plan. Art presented the schematic design update for the Cornell Elementary addition, activity space and outdoor classroom. He also reviewed components of the roofing work at Cornell, Woodside and Saydel High School. Art explained the Design Schedule, overviewing deliverables and due dates of the work by HAILA.
- F. SIAC Membership 2016-2016** – Motion to approve by Melissa Sassman, seconded by Henry Wood. Motion carried 6/0.

The following list of names is being presented to serve on the School Improvement Advisory Committee (SIAC). This committee is mandated by the state to meet a minimum of once per year to offer recommendations to the Board in the areas of:

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

The Superintendent recommends the approval of these individuals to serve on the SIAC committee for the current school year.

Name	Role
Jack Aagesen	Student
Riley Backus	Student
Roland Kouski, Jr.	Parent/Board Member
Melissa Sassman	Parent/Board Member
Jeremy Lowe	Parent
Shila Love-Torres	Parent
Patty Timmerman	Parent
Sarah Figgins	Parent
Aileen Hunnell	Parent
Antoine Parker	Parent

Kristi Wickre	Parent
Marcy Schmidt	Parent
Darla Van Houten	Parent / Teacher
Shannon Larson	Teacher/Counselor
Michael Dennis	Parent / Teacher
Matt Tesdell	Community Member
Doug Cline	Teacher
Kevin Schulte	Administrator
Joshua Heyer	Administrator
Brian Vaughan	Administrator

G. IASB Delegate Assembly – The Board nominated Brian Bowman to serve as the IASB Delegate with Jenn Van Houten as the alternate.

H. Disposal of Equipment – Motion to approve by Henry Wood, seconded by Jenn Van Houten. Motion carried 6/0.

Board Policy 803.1 indicates that “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 was given a list of items that we currently have stored in our archive room or in off-site storage units. Each item is categorized under the different methods of disposal and is brought to the Board for consideration and approval. The items that will be sold will be posted on-line through GovDeals.com.

The Superintendent recommends moving forward with the disposal of this equipment.

I. Legislative Priorities – Motion to approve by Jenn Van Houten, seconded by Henry Wood. Motion carried 6/0.

The Board approved the following as the Top 5 IASB Legislative Priorities for 2016.

- Finance A:** Supports setting supplemental state aid (replaces the term allowable growth): a) 400 days (or 14 months) prior to the certification of the school district’s budget; b) at the rate of 6 percent to encourage continuous school improvement and reflect the actual cost increases experienced by school districts and AEAs. Our priority is to increase the state cost per pupil and the spending authority associated with it to build a strong base for future education resources.
- Finance B:** Supports a school foundation formula that adequately, and in a timely manner, funds changes in demographics including socioeconomic status, remedial programming, and declining and increasing enrollment challenges.

3. **Student Achievement and Student Equity A:** Supports preserving the integrity of the statewide penny sales tax for school infrastructure, including the tax equity provisions of buying down the highest additional levy rates to the state average, and supports the extension of the statewide penny by the repeal of the Dec. 31, 2029 sunset.
4. **Student Achievement and Student Equity F:** Supports an increase in funding to ensure all 4-year-olds have access to a high quality public school preschool program. The increase should include transportation and facility development costs. We should continue to allow 4-year-olds to be included in the enrollment count if those programs can demonstrate meeting the collaboration and quality requirements of the statewide voluntary preschool program.
5. **Student Achievement and Student Equity H:** Supports the inclusion of drop-out prevention and funding for at-risk students in the foundation formula and the inclusion of socioeconomic status as a factor in determining a student's at-risk status. Supports increased flexibility in the use of drop-out prevention and at-risk funding. Supports allowing districts to apply the rules for "supplemental weighted dollars" to all drop-out prevention program dollars.

VII. Superintendent's Yearly Goals Closed Session – At the request of the Superintendent, the Closed Session was tabled until the Board Work Session on Nov. 2 due to the length of the meeting.

Closed session per Iowa Code 21.5(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.

VIII. Adjourn – Motion to adjourn by Melissa Sassman, seconded by Jenn Van Houten. Motion carried 6/0. The meeting adjourned at 9:04 PM

Brian Bowman, Board President

Beth Vitiritto, Board Secretary

The next scheduled Board Work Session is Monday, November 2 at 6 PM and the next scheduled Board Regular Meeting is Monday, November 9 at 6 PM. Both meetings will be held in the Board Room at the Saydel District Office.