

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

REGULAR BOARD MEETING MINUTES

6:00 PM

Saydel District Office Board Room

January 12, 2015

- I. Call the Meeting to Order** – Meeting called to order by President Brian Bowman at 6:00 PM
- A. Roll Call – Paul Breitbarth, Rob Stephenson, Ray Livingston, Melissa Sassman, Brian Bowman – present. Kyle Prendergast, Henry Wood – absent.
- B. Approve Agenda – Motion to approve by Paul Breitbarth, seconded by Ray Livingston. Motion carried 5/0.
- II. Public Comments**
- Tom Steinkamp, 340 NW 67th Place, Des Moines, IA, 50313 addressed the Board regarding Deb Chiodo’s early retirement. Tom said Deb has been dedicated her life to Saydel and has done a fantastic job as principal of Cornell Elementary. He wanted to support her and said she will be missed. He also told the Board he is disappointed in the way Saydel prepares students for college and the working world. He shared some examples and hopes there can be changes made in the future so students can be prepared for their futures and can be accountable for their actions.
 - Joel Godwin, 6400 NW 6th Drive, Des Moines, IA, 50313, addressed the Board regarding the news of Deb Chiodo’s early retirement. Joel congratulated Deb for her many years of service and dedication to the District. He was on the committee that hired Deb many years ago. He said she’s run an efficient building during her career and he wishes her the best in her retirement.
- III. Board Reports**
- Paul Breitbarth reported that January 26 is the IASB Legislative Conference: Day on the Hill. He said there are a lot of items on the legislative docket this year. One that seems to be garnering the most publicity is the change in school start date. Paul said he hopes the topics discussed will also include funding and other ideas for supporting the districts across the state.
 - Brian Bowman welcomed everyone back from the two-week holiday break. He noted there is one day left of finals and wished the students good luck.
- IV. Superintendent’s Report**
- A. **Robotics Teams - STEM** -- Mr. Douglas Wheeler introduced Joshua Heyer, K-12 STEM Master Teacher, who shared information with the Board about the STEM after school programs at Saydel. Joshua, with the help of 12 Saydel students, shared an

update on the clubs and their achievements. Woodside participated in FIRST Lego League this year. Two teams totaling 15 students participated in this opportunity and competed in local events. The club received financial support from John Deere and Saydel CSD. Saydel High School is participating in FIRST Tech Challenge this year. Financial support came from Rockwell Collins, Iowa STEM Scale Up Grant and Saydel CSD. Saydel High School is also participating in Hyperstream, with financial support from Saydel CSD. Hyperstream has multiple areas, including cyber defense, multimedia, robotics and app development. The Woodside Soarin FLLE Project Presentation was made by students: Carson Heyer, Gumercindo Carrillo, James Carolus, Kelsey Floyd, Brenden Merial and David Hernandez. The Woodside Eagle Innovators Project Presentation was made by Cody Deets, Cole Jaschke, Kaleb Jaschke, Ben Kayser and Justin Scott. Speaking about the High School Hyperstream video was Kari Fokken, and representing the High School FTC Robotics Team was Colton Signs. After the students completed their presentations and demonstrated some of their robots, the Board congratulated the students on their achievements and creativity. It was noted that the club projects all teach problem solving, team work, research and communication.

V. Discussion/Action Items

A. Consent Agenda – Motion to approve by Ray Livingston, seconded by Rob Stephenson. Motion carried 5/0.

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

Consent Agenda Contracts:

Contract for DJ services -- Contract between BC Productions and Saydel for DJ services on January 31, 2015, in the amount of \$700. This is for a student council dance and will be paid from the student council budget. (Student Activity Fund)

B. Personnel

1. **Resignations/Terminations** – Motion to approve by Paul Breitbarth, seconded by Rob Stephenson. Motion carried 5/0.

<u>Name</u>	<u>Position/Bldg.</u>	<u>Reason</u>
Deb Chiodo	Principal/CE	Early retirement
JoAnn Curran	Teacher/CE	Early retirement
Tanya Ericson	Teacher/CE	Early retirement
Jim Love	Custodian/WS	Early retirement
Carolyn Cook	Custodian/WS	Early retirement
Diane Stefani	Associate/HS	Early retirement
LuAnne Callison	Associate/Bus Assoc/CE	Early retirement
Cindy Woodhall	Associate/Bus Assoc/WS	Early retirement
Danielle Dowling	Asst. Girls Track Coach	Personal
Darrin Mell	Color Guard Director	Personal
Dennis Kain	Boy's Tennis Coach	Personal

2. **New Hires** – Motion to approve by Melissa Sassman, seconded by Paul Breitbarth, Motion carried 5/0.

<u>Name</u>	<u>Position/Bldg.</u>	<u>Contract/Salary</u>
Hannah Cannady	Associate/CE	\$13.33/hr
Kathryn Davis*	Associate/CE	\$13.33/hr

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

<u>Name</u>	<u>Position/Bldg.</u>	<u>Contract/Salary</u>
Zach Antle	Teacher/HS	\$19,053.43

Non-Licensed Employee Hiring by the Superintendent (Policy #411.3):

<u>Name</u>	<u>Position/Bldg.</u>	<u>Contract/Salary</u>
Kathy Cox	Admin Asst./WS	\$14.81/hr

*Pending a satisfactory background check

C. Open Enrollment

1. In – Motion to approve by Ray Livingston, seconded by Melissa Sassman. Motion carried 5/0.

<u>Student Name</u>	<u>Grade</u>	<u>From</u>	<u>Reason</u>
Jarrett Vitiritto	6 th	Ankeny	Family move
Christine Molano	9 th	Ankeny*	Family move

*Student was residing in Southeast Polk, now in Ankeny

- D. 2013-2014 Audit** – Motion to approve by Paul Breitbarth, seconded by Melissa Sassman. Motion carried 5/0.

The 2013-14 financial audit has been completed by Nolte Cornman and Johnson, P.C. and we have their final report. Copies of the report have been provided to the Board members for review.

The Finance Committee has had an opportunity to review the highlights of the audit report. The Superintendent recommends the approval of the audit results and final report for 2013-14.

- E. Dropout Prevention Modified Allowable Growth** – Motion to approve by Paul Breitbarth, seconded by Rob Stephenson. Motion carried 5/0.

Each year the District makes application for Dropout Prevention/Modified Allowable Growth (DOPMAG) funds. These funds are spent on staff members and programming that directly supports students who are identified as “at-risk.” There are four state-defined

criteria for “at-risk” and if a student meets at least two of the four criteria, s/he is considered “at-risk” and can access additional support.

The four defined criteria include the following:

- Non-proficiency in reading and/or mathematics
- Attendance concerns
- Lack of typical progress toward graduation
- Disconnected from school

A list of uses for the funds includes the following:

- Certified Staff – 6 FTE (Success Teachers and Interventionists)
- Other Professional (Certificated) – 1.0 FTE (Social Worker)
- In addition to staff salaries and benefits, the DOPMAG funds out-of-district programming and curriculum for the “at-risk” student population.

This is a local tax and there is a ceiling to the amount of money that can be collected. The amount that we are requesting for this grant application process is \$378,866.00 (1177.7 students x \$6,434.00 in state cost/pupil x 5% allowed by the grant). The grant application is due to the Iowa Department of Education on December 15th.

Last year’s application was for \$373,912.00.

The Superintendent’s Finance Committee has reviewed the anticipated uses of the funds as well as the budget amount that is being requested. The Superintendent recommends approval of this grant application.

F. Resolution to Consider Continued Participation in the Instructional Support Program – Motion to approve by Rob Stephenson, seconded by Paul Breitbarth.

The current Instructional Support Program Levy is set to expire on June 30, 2016. The amount of the levy, determined annually, provides approximately \$650,000 to support the District’s curriculum expenditures. Pursuant to the Code of Iowa this amount each year shall not exceed 10% of the District’s regular program cost (certified enrollment times cost per pupil).

While the uses of the Instructional Support Program are by Code allowed for General Fund purchase other than Special Education, At-Risk, or Gifted and Talented Programs, the administration is recommending no change to the current language which designates the funds be used to support the District’s annual curriculum expenditures.

The administration recommends moving forward with this initial resolution signaling the District’s intent to participate in the Instructional Support Program for another five years beginning July 1, 2016, and setting the date of the public hearing to be held at the February 9, 2015, Board Meeting.

A roll call vote is required: Paul Breitbarth—yes, Rob Stephenson—yes, Ray Livingston—yes, Melissa Sassman—yes, Brian Bowman—yes, Kyle Prendergast—absent, Henry Wood—absent. Motion carried 5/0.

RESOLUTION

TO CONSIDER CONTINUED PARTICIPATION IN THE INSTRUCTIONAL SUPPORT PROGRAM

WHEREAS, the Board of Directors has approved a five (5) year finance plan, which anticipates the level of funding that will be possible to continue the current level of services and to fund the ongoing programs of the School District; and

WHEREAS, the Board of Directors wishes to consider participating in the instructional support program as provided in Iowa Code sections 257.18 through 257.21; and

WHEREAS, the authorization for the current instructional support program will expire on June 30, 2016; and

WHEREAS, this resolution sets forth the proposal of the Board of Directors, including the method that will be used to fund the program; and

WHEREAS, notice of the time and place of public hearing must be published:

NOW THEREFORE, it is resolved:

1. The Board of Directors wished to consider continued participation in the instructional support program as provided in Iowa Code sections 257.18 through 257.21, for a period of five (5) years, commencing the fiscal year ending June 30, 2017.
2. The additional funding for the instructional support program for a budget year shall be determined annually, and shall not exceed ten percent (10%) of the total regular program district cost for the budget year and moneys received under Iowa Code section 257.14 as a budget adjustment for the budget year.
3. Moneys received by the District for the instructional support program may be used for the purpose of the acquisition and support of instructional technologies; the acquisition of materials, equipment, and other resources necessary to support all curricular areas, including vocational, instrumental, and vocal programs; and failure to approve this proposition shall not be construed to terminate or restrict authority previously exercised by the Board to levy or impose a special tax for any one or more of the foregoing purposes.

4. The instructional support program will be funded by instructional support property tax in an amount not to exceed 10% of the total regular program district cost for the budget year and moneys received under Sectional 257.14 as a budget adjustment in the budget year, to be levied annually upon the taxable property within the School District commencing with the levy for collection in the fiscal year ending June 30, 2017.
5. The Secretary is authorized and directed to give notice of public hearing to be held in the Board Room of the Administration Office, Saydel Community School District, Des Moines, Iowa on February 9, 2015, 6:00 o'clock P.M.
6. Following the public hearing the Board intends to take action on the question whether to participate in the Instructional Support Program.

Passed and approved this 12th day of January, 2015.

President

ATTEST:

Secretary

G. Contracts and Agreements

- 1. Site Master Planning Agreement – Haila Architecture.** Motion to approve by Paul Breitbarth, seconded by Melissa Sassman. Motion carried 5/0.

At the November 10 Regular Board Meeting, the Board approved entering a contract with the Iowa Construction Advocacy Team to conduct a mechanical, electrical and plumbing assessment at all three buildings. The purpose of this visit was to gather information in preparation for a Board-developed multi-year plan for facilities. The cost of this contract was \$16,000.

The Assessment visit occurred December 2. Brian Bowman, Board President, represented the Board for part of this visit. Early in the morning, the team identified that our mechanical, electrical plumbing systems were either functioning properly or we had existing plans to address the needs. As the team spoke with us in more detail, they determined that what we are looking for could be provided through a Site Master Planning Process. We then engaged Haila Architecture in the conversation. ICAT decided not to charge us for the visit with the understanding that Haila would utilize them in the Site Master Planning Process.

On December 15, a Board work session was held. In attendance were representatives from ICAT and Haila. Haila discussed a recent project with a neighboring district. This project for two buildings was around \$75,000.

This contract is to enter into an agreement with Haila to conduct a Site Master Planning Process for our three buildings at the original cost of \$16,000 plus expenses. The agreement stipulates that any overages will be satisfied by making payment to Haila when these future projects are conducted.

The document presented to the Board was the original copy presented to Building and Grounds 1/8/15; an updated copy will be provided by Haila by the time of the Monday Board Meeting which will change the plan developed by the Board and Haila through this process to a 10-year plan as well as identify a maximum amount of overages to satisfy the District’s commitment in the contract.

With the above changes, the Building and Grounds Committee has reviewed and supports these changes. The Superintendent recommends the approval of this contract with Haila Architecture to begin the Site Master Planning Process as soon as possible with the goal to complete the process by the end of the current school year.

2. Change Requests

- a. **Bus/Maintenance Facility.** Motion to approve by Paul Breitbarth, seconded by Melissa Sassman. Motion carried 5/0.

The Administration and Building Grounds Committee has reviewed the following change request for the 2014 Bus/Maintenance Facility Project.

Change Request #8:

Add	Water main split (required by Des Moines Water Works)	\$8,740.00
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Change Request #12:

Add	Sheet rock enclosures in restroom and office	\$1,960.00
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Change Request #14:

Add	Break metal at CMU walls & transition	\$5,104.00
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Change Request #15:

Add	Metal terminations at bottom of insulation	\$4,069.00
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Change Request #16:

Add	Electrical and equipment extras	\$4,800.00
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The Superintendent recommends approval of these change requests. This will be funded through the bond project.

- b. **H.S Renovation Project.** Motion to approve by Paul Breitbarth, seconded by Rob Stephenson. Motion carried 5/0.

The Administration and Building and Ground Committee has reviewed the following change requests for the 2014 HS Renovation Project.

Change Request #22:

Add	Breakers for the cardio area	\$862.00
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Change Request #23:

Add	Changes to the front entry	\$2,463.00
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The Superintendent recommends approval of these change requests. This will be funded through the bond project.

- c. **Turf/Track Project.** Motion to approve by Paul Breitbarth, seconded by Melissa Sassman. Motion carried 5/0.

The Administration and Building and Ground Committee has reviewed the following change requests for the 2014 Turf and Track Project

Change Request #6:

Add	Lettering on goal post pads	\$630.00
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The Superintendent recommends approval of these change requests. This will be funded through the bond project.

3. Certificate of Substantial Completion

- a. **HS Renovation – Cardio Area Only.** Motion to approve by Ray Livingston, seconded by Rob Stephenson. Motion carried 5/0.

Recommended Resolution of Acceptance:

“The Saydel Community School District Board of Education accepts the 2014 HS Renovation Project-Cardio Area Only under contract to Woodruff Construction, LLC of Fort Dodge, IA, as Complete as documented by Substantial Completion Certificate. In accordance with statutory requirements, the Saydel Board authorizes release of retainage amounts as judged appropriate by the Architect and the Superintendent.”

This work is substantially complete so the Superintendent recommends the approval of this agreement.

- b. **HS Renovation – All other.** Motion to approve by Paul Breitbarth, seconded by Melissa Sassman. Motion carried 5/0.

Recommended Resolution of Acceptance:

“The Saydel Community School District Board of Education accepts the 2014 HS Renovation Project-All other areas under contract to Woodruff Construction, LLC of Fort Dodge, IA, as Complete as documented by Substantial Completion Certificate. In accordance with statutory requirements, the Saydel Board authorizes release of retainage amounts as judged appropriate by the Architect and the Superintendent.”

This work is substantially complete so the Superintendent recommends the approval of this agreement.

- c. **HS Press Box/Bleacher Project.** Motion to approve by Ray Livingston, seconded by Melissa Sassman. Motion carried 5/0.

Recommended Resolution of Acceptance:

“The Saydel Community School District Board of Education accepts the 2014 HS Pressbox Project under contract to Woodruff Construction, LLC of Fort Dodge, IA, as Complete as documented by Substantial Completion Certificate. In accordance with statutory requirements, the Saydel Board authorizes release of retainage amounts as judged appropriate by the Architect and the Superintendent.”

This work is substantially complete so the Superintendent recommends the approval of this agreement.

- d. **Bus/Maintenance Facility.** Motion to approve by Paul Breitbarth, seconded by Rob Stephenson. Motion carried 5/0.

Recommended Resolution of Acceptance:

“The Saydel Community School District Board of Education accepts the 2014 Bus/Maintenance Facility under contract to Woodruff Construction, LLC of Fort Dodge, IA, as Complete as documented by Substantial Completion Certificate. In accordance with statutory requirements, the Saydel Board authorizes release of retainage amounts as judged appropriate by the Architect and the Superintendent.”

This work is substantially complete so the Superintendent recommends the approval of this agreement.

- e. **Turf & Track Project – Track Only.** Motion to approve by Melissa Sassman, seconded by Paul Breitbarth. Motion carried 5/0.

Recommended Resolution of Acceptance:

“The Saydel Community School District Board of Education accepts the 2014 Turf & Track Project-Track Only under contract to Sprinturf, LLC of Atlanta, GA, as Complete as documented by Substantial Completion Certificate. In accordance with statutory requirements, the Saydel Board authorizes release of retainage amounts as judged appropriate by the Architect and the Superintendent.”

This work is substantially complete so the Superintendent recommends the approval of this agreement.

- f. **Cabling Project.** Motion to approve by Paul Breitbarth, seconded by Rob Stephenson. Motion carried 5/0.

Recommended Resolution of Acceptance:

“The Saydel Community School District Board of Education accepts the 2014 Data Cabling Project under contract to Communication Innovators, Inc of Pleasant Hill, IA, as Complete as documented by Substantial Completion Certificate. In accordance with statutory requirements, the Saydel Board authorizes release of retainage amounts as judged appropriate by the Architect and the Superintendent.”

This work is substantially complete so the Superintendent recommends the approval of this agreement.

4. Final Completion

- a. **Turf/Track Project.** Motion to approve by Melissa Sassman, seconded by Ray Livingston. Motion carried 5/0.

In making contact with representatives from Haila Architecture, they believe that the 2014 Artificial Turf & Track Modification Project is complete in accordance with the plans, specifications, and form of the contract. Our discussions with internal staff members lead us to the same conclusion.

As a result, this **RESOLUTION FOR FINAL ACCEPTANCE AND CLOSING FINAL PROJECT COSTS FOR THE PUBLIC IMPROVEMENT CONTRACT WITH SPRINTURF, LLC.** is being brought to the Board for approval.

If approved, the final payment to Sprinturf, LLC., can move forward in the process which includes:

- Retaining the final payment amount (\$48,282.19) for 30 days.
- During this time, any unpaid claims on this work may be brought to the attention of the district and we will retain an amount that is equal to twice the amount of any claim(s).
- Assuming there are no claims at the end of the 30 days, the entire final amount will be released to the Contractor.

We are unaware of any claims at this writing and we have no reason to believe that any claims will be made.

The Superintendent recommends the approval of this resolution as presented.

**RESOLUTION FOR FINAL ACCEPTANCE
AND CLOSING FINAL PROJECT COSTS
FOR THE PUBLIC IMPROVEMENT CONTRACT WITH
SPRINTURF, LLC**

WHEREAS, on November 11th, 2013, Saydel Community School District entered into a construction contract with Sprinturf, LLC. of Atlanta, Georgia “Contractor” for the construction of certain public improvements generally described as the 2014 Artificial Turf & Track Modifications Project (“Project”); and

WHEREAS, on August 13th, 2012, Saydel Community School District entered into a contract with Haila Architect (“Architect”) for architectural/engineering design services associated with the above Project; and

WHEREAS, on December 16th, 2014, the Architect filed a certificate with Saydel Community School District certifying that the contractor had substantially completed the construction of said public improvements in accordance with the terms and conditions of the contract and plans and specifications.

WHEREAS, the Architect has now submitted a subsequent pay application to Saydel Community School District recommending that the project be accepted by the District as finally complete.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors Saydel Community School District:

Section 1: That said reports and documents of the Architect are hereby approved and adopted.

Section 2: That said public improvement is hereby approved and accepted as having been fully completed in accordance with said plans, specifications, and form of contract.

Section 3: That the total contract cost of the improvement yet payable under said contract with Communication Innovators, Inc. is hereby determined to be \$965,643.59.

Section 4: That \$48,282.19 of the total contract cost yet paid shall be retained for a period of thirty (30) days following this board’s action to finally accept this public improvement project, pursuant to the requirements of Iowa Code § 573.14. If at the end of the thirty-day period, claims are on file as provided the Saydel Community School District shall continue to retain from the unpaid funds a sum equal to double the total amount of all claims on file. The remaining balance of the unpaid fund, or if no claims are on file, the entire unpaid fund, shall be released and paid to the contractor in accordance with Iowa law.

**H. Teacher Evaluation and Observation Standard Operating Procedures Manual –
Review Only.**

According to Board Policy 405.8, “The formal evaluation process will be in writing and reviewed by the Board.”

These Standard Operating Procedures modify practices for the Evaluation System and Teacher Quality. The Teacher Quality Revisions took effect December 1, because they do not require Board action. They are included in this document as the most logical location and were included in the prior evaluation manual. The Observation frequency portions took effect in November by approval of the District evaluation committee.

The document being presented for review is the work of two teams of teachers and administrators:

<u>2014-2015 Teacher Evaluation Committee</u>	<u>2014-2015 Teacher Quality Committee</u>
<ul style="list-style-type: none"> • Doug Wheeler, Superintendent of Schools (co-chair) • Dana Smith, SEA President / Cornell Teacher (co-chair) • Stacy Lindahl, Cornell Teacher • Anne DaLuga, Woodside Teacher • Kevin Schulte, High School Principal • Deb Chiodo, Cornell Principal • Stacie De Haan, TAP Executive Master Teacher 	<ul style="list-style-type: none"> • Doug Wheeler, Superintendent of Schools (co-chair) • Dana Smith, SEA President / Cornell Teacher (co-chair) • Cammy Newton, High School Teacher • Jen Husen, Cornell Teacher • Marilyn Jungman, Woodside Teacher • Ryan Eidahl, Business Manager • Dr. Simone Alekno, Director Curriculum, Instruction & Assessment • Christopher Feldhans, Woodside Principal

A previous document for employee evaluation existed and addendum was included for TAP in 13/14. However, the Superintendent and SEA Executive Committee desired to re-examine and modify this manual with the following goals:

1. Achieve district-wide Fair, Accurate, Specific, and Timely Employee Observation Protocols
2. Achieve clarity regarding how TAP practices Converge with State Requirements in teacher evaluation (eliminate redundancy)
3. a reference for teachers of common evaluation practices

Major Changes Include:

Teacher Quality:	Evaluation
<p>Under previous practice, a group of teachers could only access these monies every 3 years on a rotation (\$450 for each teacher on rotation). The remaining money was divided and given to the building principals to use. Under the new practice, any money remaining after the yearly PD day paid from the TQ funds is allocated to each building based on the number of staff. These changes have the following results for professional learning:</p> <ol style="list-style-type: none"> 1. Teachers in each building are involved in the decision-making for use 2. Each building has more money to offer to teachers 3. This will eliminate the yearly carry-over for unspent money (effective allocation of yearly resources) 4. Teachers have the opportunity to benefit from these funds every year, rather than every three 5. With a new focus on local conference attendance, we estimate close to 90% of the staff in each building can benefit from this money yearly 6. The money must be spent according to established criteria including connection to building and district goals in addition to personal professional goals tied to the overarching building/district goals 	<ul style="list-style-type: none"> - Aligned TAP requirements to Iowa Teaching Standards with required average scores. This is clarified on the evidence page. - Clarified processes for announced and unannounced observations to align incorporate TAP processes - Replaced Individual Professional Development Plan (IPDP) with TAP process of Individual Growth Plan (IGP). This change meets state requirement for IPDP and for Peer review (a new requirement in the 13/14 school year). - Re-designed Teacher Awareness and support completely. The major change is clarifying the amount of time people are on each plan and re-designing the documentation forms. - Changes the number of required observations/evaluations each year and clarified that any observation by an administrator is evaluative. - Redesigned summative evaluation tool (Excel Document) to auto populate scores and include a record of formative evaluations for teacher in between cycles - Removed the titles of Tier I, II, and III teachers and replaced with initial, career and Awareness/Assistance - Included tools for post-conferencing - Included TAP rubrics - Standard 8 now falls under employee misconduct and is not a reason for employee assistance

Throughout this process and the five meetings of the committee, the Superintendent was in touch with the Department of Education Evaluation contact and our school attorney to ensure legal and state requirements.

The Superintendent, Evaluation, and Teacher Quality Committee are pleased to present this document to the Board for review.

I. High School New Course Proposals

1. Food and Nutrition. Motion to approve by Ray Livingston, seconded by Melissa Sassman. Motion carried 5/0.

A revision/replacement of Culinary 1, the course title and content more closely match the purpose of this course as the first in a sequence of courses for students. The content is under development as part of the District curriculum revision process.

2. Culinary Arts. Motion to approve by Paul Breitbarth, seconded by Melissa Sassman. Motion carried 5/0.

A revision/replacement of Culinary 1, the course title and content more closely match the purpose of this course as the first in a sequence of courses for students. The content is under development as part of the district curriculum revision process. The intent of these courses is to lay a foundation for students, while at the same time developing skills that will be needed as we move to implement a culinary certification program in coming years.

These modifications were reviewed and supported by the instruction committee. The Superintendent recommends the approval of these new courses.

VI. Adjourn – Motion to adjourn by Melissa Sassman, seconded by Ray Livingston. Motion carried 5/0. Meeting adjourned at 7:47 PM

Brian Bowman, President

Beth Vitiritto, Board Secretary

The next scheduled Board Work Session is Monday, January 26 at 6 PM and the next scheduled Board meeting is Monday, Feb. 9 at 6 PM. Both will be held in the Board Room at the Saydel District Office.