

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

REGULAR BOARD MEETING MINUTES

6:00 PM

Saydel District Office Board Room

December 11, 2017

- I. Call the Meeting to Order** – Meeting called to order by President Brian Bowman at 6:00 PM
- A. Roll Call** – Roland Kouski, Jr., Julie Jennings, Jennifer Van Houten, Rob Strickler (left meeting at 6:20 PM), Brian Bowman, present. Doug Kayser, Chad Vitiritto, absent.
- B. Approve Agenda** – Motion to approve by Jennifer Van Houten, seconded by Julie Jennings. Motion carried 5/0.
- II. Public Comments** – None
- III. Board Reports**
- A. IASB District #5 Representative** – Saydel School Board has the opportunity to vote for a person to represent our region on the IASB Board of Directors. The nominated individuals shown on the ballot for District #5 are Mary Poulter, Colfax-Mingo Schools (incumbent), and Heather Anderson, Des Moines Public Schools (candidate). The Board must cast their vote by Dec. 21, 2017.
- B.** Julie Jennings reported she attended the Woodside vocal and band concerts. The students did a great job and the concerts were well attended.
- C.** Brian Bowman said winter sports are underway, and he encouraged community members to attend the athletic events.
- IV. Superintendent’s Report**
- A. District Recognitions** – Saydel CSD is continuing to recognize businesses and individuals for their support. Superintendent Mr. Douglas Wheeler recognized Kelly Sprague and Wynde Brown. These individuals have volunteered their time for many years to assist with Saydel’s fundraiser of grandstand cleaning at the Iowa State Fair. Each year they raise between \$10,000 and \$13,000 for the Saydel Music Boosters with this fundraiser. Neither of these volunteers have a student in the music program at this time.
- B. Middle School Mock Trial** – Mr. Wheeler welcomed members of the Woodside Middle School Mock Trial team (Gavin Godwin, Emma Van Zandt, Kyrah Strickler, Ella Reeves, Max Jones, Gaven Gregor, Jake Jennings, and Noah Ford) and their advisors (Carolyn McCauley, Cheryl Smith, and Laura Wasson). The students re-enacted their mock trial case of the State of Iowa vs. Baskin Robinson for the Board. Gavin Godwin delivered the opening statement for the defense on behalf of the defendant, Baskin Robinson. Jake Jennings conducted the direct examination of Corky Tressler, a witness for the prosecution, portrayed by Kyrah Strickler.
- C. Gallup Student Survey Review of Results** – Mr. Wheeler shared fall 2017 results of the Gallup Student Poll. The poll is a 24-question survey that measures the engagement, hope, entrepreneurial aspiration and career/financial literacy of students in grades five through 12. It includes cognitive metrics with links to student success. This scorecard reflects results from surveys completed in U.S. public schools.
- V. Discussion/Action Items**
- A. Consent Agenda** – Motion to approve by Roland Kouski, Jr., seconded by Julie Jennings. Motion carried 4/0.
1. Minutes of Previous Meeting
 2. Financial Reports
 3. Bills for Payment
 4. Contracts

- a). DJ Contract – HS Winter Dance – Contract between Andy Powell of Select Entertainment and Saydel for DJ services on January 27, 2018 in the amount of \$695. This is for a HS student council dance.
5. Donations – Woodside PTO: Up to \$5,000 for playground work by a civil engineer; Up to \$310 for ELP field trip to AIRPLAY; \$1,851.37 for library books (Scholastic match); \$5,299.82 for 18 music instruments; and \$1,181.85 for band/choir shirts.

B. Personnel

1. **New Hires** – Motion to approve by Jennifer Van Houten, seconded by Julie Jennings. Motion carried 4/0.

<u>Name</u>	<u>Position/Bldg.</u>	<u>Contract/Salary</u>
Ashley Frantz	MS Boys Basketball	\$2,777.60

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

<u>Name</u>	<u>Position/Bldg.</u>	<u>Contract/Salary</u>
Justin Wykoff	Spec. Ed Assoc./Wrestling	\$14.38/hr.

2. **Resignations** – Motion to approve by Julie Jennings, seconded by Roland Kouski, Jr. Motion carried 4/0.

<u>Name</u>	<u>Position/Bldg.</u>	<u>Reason</u>
Lucas Smythe	Eagle's Nest Caregiver	Personal
Terry Lyons-Brix	FCS Teacher-WS	Early Retirement

C. Open Enrollment

1. **In** – Motion to approve by Roland Kouski, Jr., seconded by Jennifer Van Houten. Motion carried 4/0.

<u>Student Name</u>	<u>Grade</u>	<u>From</u>	<u>Reason</u>
Nalanie Colburn	3	Des Moines	Continuation - move
Natalie Colburn	9	Des Moines	Continuation - move
Nathan Colburn	5	Des Moines	Continuation - move
Gage Simon	4	Des Moines	Continuation - move
Stone Simon	12	Des Moines	Continuation - move

D. Contracts & Agreements

1. **Pepsico Exclusive Vendor Agreement** – Motion to approve by Julie Jennings, seconded by Jennifer Van Houten. Motion carried 4/0. The exclusive vendor agreement between Pepsico and Saydel ended December 1, 2017. The Director of Activities met with both Pepsico and Coke Bottling Company to determine the next contract prices and agreement. Both companies were asked to present, and after review, the Director of Activities sent a counter offer, asking both companies to overbid the competitor. After reviewing the bids and packages, the Board approved a five-year exclusive vendor agreement with Pepsico.
2. **Lifetouch Contract (Activities Photography)** – Motion to approve by Roland Kouski, Jr., seconded by Jennifer Van Houten. Motion carried 4/0. After reviewing pricing from four different photography companies, the Board approved the bid and package from Lifetouch for athletics and activities. This contract can be initiated season by season and does not lock the district into a long-term commitment. Lifetouch provides proofing services and online purchases for a period of six months. Backgrounds for individual photos are provided as well as photography for clubs and organizations. Lifetouch is the current provider of school photos for the district.
3. **Haila Architecture – HS Boiler Replacement Project** – Motion to approve by Julie Jennings, seconded by Roland Kouski, Jr. Motion carried 4/0. The Board approved an

agreement for the Provision of Limited Professional Services with Haila Architecture. The scope of the work is to provide drawings and minimum specification to solicit competitive quotes for replacement of one window and one door at the existing boiler room, related to the boiler replacement project. This agreement is on a time and materials compensation basis, with the minimum \$300 flat rate.

- 4. Synder & Associates - Engineering Services Agreement – Cornell Elementary North Parking Improvement Project** – Motion to approve by Jennifer Van Houten, seconded by Roland Kouski, Jr. Motion carried 4/0. The Board approved an agreement for engineering services with Synder & Associates. The scope of the work is to provide construction and bidding documents for the renovation of the existing north parking lot at Cornell Elementary. This agreement will cost \$16,800. Additional fees may apply for any plan revisions or modifications.

- E. Board Resolution – 2018 Section 125 Plan (Flex Spending)** – Motion to approve by Jennifer Van Houten, seconded by Julie Jennings. Motion carried 4/0. The IRS maximum contribution for flex spending account (FSA) has increased to \$2,650 for calendar year 2018. The only item that is changing in the plan documentation is this dollar amount; however, a new resolution needs to be acted on by the Board for this change. The Board approved the following resolution with Horace Mann/PayFlex:

Resolved, that the form of amended Cafeteria Plan including a Health Flexible Spending Account and Dependent Care Flexible Spending Account effective January 1, 2018, present to this meeting is hereby approved and adopted and that an authorized representative of the Employer is hereby authorized and directed to execute and deliver to the Administrator of the Plan one or more counterparts of the Plan.

- F. Dropout Prevention Modified Allowable Growth Application** – Motion to approve by Jennifer Van Houten, seconded by Julie Jennings. Motion carried 4/0. 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, he/she is considered “at-risk” and can access additional support. A list of uses for the funds include the following:

- Certified Staff – 5.925 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 \$376,790.00 (1119.4 students x \$6,732.00 in state cost/pupil x 5% allowed by the grant). The grant application is due to the Iowa Department of Education on December 15. Last year’s application was for \$373,870.00.

G. Board Policies

- 1. Review and Revision of 700 Series – Final Reading** – Motion to approve by Julie Jennings, seconded by Jennifer Van Houten. Motion carried 4/0. The Board approved the final reading of the minor revisions made to the 700 series as part of the five-year review process by the Policy Committee.
- 2. New 700 Series Policies – Final Reading**
 - a. 701.3 Financial Records** – Motion to approve by Julie Jennings, seconded by Jennifer Van Houten. Motion carried 4/0.
 - b. 704.2 Debt Management** – Motion to approve by Jennifer Van Houten, seconded by Roland Kouski, Jr. Motion carried 4/0.

c. 711.3.E1 Emergency Transportation Waiver – Activities and Athletic Events – Motion to approve by Jennifer Van Houten, seconded by Julie Jennings. Motion carried 4/0.

H. Community Education – Winter Offerings – Motion to approve by Jennifer Van Houten, seconded by Julie Jennings. Motion carried 4/0. The Board approved the Community Education winter offerings, which include the Adult Fitness Boot Camp, the Adult Zumba Class, and the Little Eagle Winter Cheer Clinic.

I. Overnight Field Trip Request – Wrestling – Motion to approve by Julie Jennings, seconded by Jennifer Van Houten. Motion carried 4/0. The Board approved a request by the Activities Department to take students on an overnight trip to attend a wrestling tournament in Riverside, IA, on January 5, 2018. The team will return January 6, 2018.

VI. Adjourn – Motion to adjourn by Julie Jennings, seconded by Jennifer Van Houten. Motion carried 4/0. The meeting adjourned at 7:32 PM.

Brian Bowman, President

Beth Vitiritto, Board Secretary

The next scheduled Regular Board Meeting is January 8, 2018, at 6 PM in the Saydel District Office Board Room.