

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

February 13, 2017

- I. Call the Meeting to Order** – Meeting called to order by Board President Brian Bowman at 6:01 PM
- A. Roll Call** – Chad Vitiritto, Roland Kouski, Jr., Doug Kayser, Jennifer Van Houten, Brian Bowman, present. Melissa Sassman, Henry Wood, absent.
- B. Approve Agenda** – Motion to approve by Jennifer Van Houten, seconded by Chad Vitiritto. Motion carried 5/0.
- II. Public Comments** – Mary Ann Allen, 475 NW 69<sup>th</sup> Avenue, Des Moines, addressed the Board regarding the disrespect of students to teachers in the schools and the use of cell phones during school. She would like the Board members to spend more time in the schools and cited Joshua Heyer as a phenomenal principal.
- III. Board Reports**
- Brian Bowman said there will a Special School Board Meeting at 12:00 PM on February 14, 2017, in the Saydel District Office Board Room. He congratulated the four students who have advanced to the State Wrestling Tournament, and he noted the varsity boy's basketball team will play at Districts February 20, 2017.
  - Roland Kouski, Jr. reported he attended a Jazz Band Concert and they performed well. He also noted there was a girl's basketball game at West Marshall over the weekend. They played well and the basketball season is over.
  - Doug Kayser said the Jazz Band finished their competition season. He congratulated the Vocal Fusion for a Division I (Superior) rating at the State Vocal Jazz Contest.
- IV. Superintendent's Report**
- A. District Recognitions** – Saydel is continuing to recognize businesses and individuals for their support by presenting them with certificates of appreciation. This month Superintendent Mr. Douglas Wheeler honored the West Des Moines/Jordan Creek Target store #1901. Target donated a \$300 gift card to Saydel Schools so items could be purchased to complete the district's emergency kits. Accepting the certificates during the meeting were Target representatives Alyssa George and Jeanette Mallette.
- B. District Staff Introduction** – Mr. Wheeler introduced Melissa Crosse, the new Director of Activities and Community Education. Melissa thanked everyone for the warm welcome and told the Board she is excited to be working for Saydel.
- C. 7-12 MTSS Update** – Mr. Wheeler co-presented an update on the Multi-Tiered System of Support (formerly RTI: Response to Intervention) with Woodside Principal Joshua Heyer and Saydel High School Principal Kevin Schulte. Saydel has done a great deal of work to bridge the gap between general education and entry into special education. Part of that work revolves around the MTSS program. When students start to struggle, there are supports that can be utilized. Mr. Wheeler shared the state definition of MTSS, explained its key components, and reviewed a pyramid of interventions. The principals reported MTSS progress in their buildings, the impact of the program's efforts and future plans/goals.
- D. February 13 PD Day** – Staff participated in a poverty simulation for the Professional Development Day. The simulation assigns participants to one of several families living in poverty, in which they play a specific role while they live through a "month" in poverty. It was

a powerful experience. Staff members also spent half their day working in their buildings. In conjunction with the PD Day, two focus groups with the United Way were also facilitated.

**E. Legislative Update** – Mr. Wheeler said Gov. Terry Branstad signed a bill that increased per-student state funding to Iowa's public schools by 1.11 percent for the 2017-18 academic year. He shared the impact this decision will have on Saydel Schools. He also gave an update on collective bargaining, noting that a temporary agreement has been made with SEA. The total package increase for the agreement is 2.299%, pending ratification by SEA. Mr. Wheeler said school funding may also be impacted by extension of the SAVE Fund and school supplemental weighting for low-income students.

**V. Administrative Report to the Board – 3-Year Plan Objective C** – 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. He shared an overview of how Saydel CSD is improving, growing and developing. He gave a status report on strategies and deliverables for the different Targets in Objective C and reviewed the next steps in meeting those Targets. He also discussed the challenges to the process as well as details on how the Board can support the work.

**VI. Discussion/Action Items**

**A. Consent Agenda** – Motion to approve by Roland Kouski, Jr., seconded by Doug Kayser. Motion carried 5/0.

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

a. **DJ Agreement - BCP Live** – Contract between BCP Live, Inc. and Saydel CSD for DJ services on April 22, 2017, in the amount of \$775 for the High School Prom.

**B. 2017-2018 School Calendar**

1. **Public Hearing Start Date (8/23/2017) and School Calendar – hours based** – At 7:14 PM, Board President Brian Bowman announced it was the time and place for the public hearing on the proposed 2017-18 school start date (8/23/2017) and school calendar. He inquired whether there were any residents who would like to speak regarding the proposed start date or calendar. Hearing none, at 7:15 PM, President Bowman declared the time for receiving objections to, or arguments in favor of the start date/calendar closed.

2. **2017-2018 Calendar Recommendation** – Motion to approve by Jennifer Van Houten, seconded by Chad Vitiritto. Motion carried 5/0. The Board reviewed and approved the proposed school calendar for 2017-18.

**C. Resolution for tentatively approving plans, specifications, form of contract and estimate of total cost for the:**

1. **2017 HS Classroom Renovations Project** – Motion to approve by Jennifer Van Houten, seconded by Chad Vitiritto. Motion carried 5/0. The Board approved a resolution tentatively approving the plans, specifications, form of contract and estimate of total cost for the 2017 HS Classroom Renovation Project and setting the time, date, and location for a hearing thereon and further authorizing the advertisement for competitive bids on said project. The architects with Haila Architecture have completed the design and planning phases and the Board was presented with the project manual/drawings, form of contract that was reviewed by District Legal Counsel, and estimated budget. A set of the plans and specifications

will be made available at the Saydel District Office. The Board will begin Advertising for Bids on this project February 17, 2017, with a submission date of March 9, 2017 at 2:00 PM. A public hearing will be held on these proposed plans, specifications, form of contract, and estimate of total cost on March 20, 2017, at 6:00 PM in the Saydel District Office Board Room.

- 2. 2017 High School Re-Roofing Project** – Motion to approve by Chad Vitiritto, seconded by Roland Kouski, Jr. Motion carried 5/0. The Board approved a resolution tentatively approving the plans, specifications, form of contract, and estimate of total cost for the 2017 HS Re-Roofing Project and setting the time, date, and location for a hearing thereon and further authorizing the advertisement for competitive bids on said project. The architects with Haila Architecture have completed the design and planning phases and the Board was presented with the project manual/drawings, form of contract that was reviewed by District Legal Counsel, and estimated budget. A set of the plans and specifications will be made available for review at the Saydel District Office. The Board will begin advertising for bids on this project on February 17, 2017, with a submission date of March 9, 2017 at 2:00 PM. A public hearing will be held on these proposed plans, specifications, form of contract, and estimate of total cost on March 20, 2017, at 6:00 PM in the Saydel District Office Board Room.
- D. High School Music Trip** – Motion to approve by Doug Kayser, seconded by Jennifer Van Houten. Motion carried 5/0. In compliance with Board Policy 606.5, the Board approved an out of state trip for the High School Music Department to occur in March of 2018.
- E. High School Course Catalogue** – Motion to approve by Jennifer Van Houten, seconded by Chad Vitiritto. Motion carried 5/0. The Board reviewed and approved the 2017-18 High School Course Catalogue.
- F. Woodside MS Handbook Modification – Athletic Eligibility** – Motion to approve by Jennifer Van Houten, seconded by Chad Vitiritto. Motion carried 5/0. The Board approved a change to the Woodside Student Handbook Middle School Eligibility Policy. This policy is intended to align with high school and state practices. This change aligns closely with high school eligibility requirements in order to assist in developing healthy academic habits for student athletes. The change will take effect for the 3rd quarter midterm (2-14-17). The following details were reviewed by the Board:
- Current Handbook:** Student academic eligibility for extracurricular activities will be reviewed bi-weekly. Being deemed ineligible is defined as failing two or more classes.
- Proposed Handbook:** Student involvement beyond the school day is promoted at Woodside Middle School. In order to participate in these extracurriculars, each student must be in good academic standing. To make sure student is in good standing, grades will be checked every 4.5 weeks with the following consequences for failing a grade(s):
- 1st quarter mid-term: remain ineligible until the instructor(s) indicates a passing grade
  - End of 1st quarter: remain ineligible until the instructor(s) indicates a passing grade
  - 2nd quarter mid-term: remain ineligible until the instructor(s) indicates a passing grade
  - End of 1st Semester: see State Policy
  - 3rd quarter mid-term: remain ineligible until the instructor(s) indicates a passing grade
  - End of 3rd quarter: remain ineligible until the instructor(s) indicates a passing grade
  - 4th quarter mid-term: remain ineligible until the instructor(s) indicates a passing grade
  - End of 2nd Semester: see State Policy
- State Policy:** Any student not passing all subjects at the end of the semester will be declared ineligible for the time period in accordance with Department of Education and state association policy. In the absence of the Department of Education and state association guidelines and

stipulations, any student not passing all subjects at the end of the semester will be declared ineligible to compete/perform in public events the following semester for 30 calendar days beginning with the finding of the academic ineligibility or the first date which competition is allowed.

**G. Policies Review & Revision** – These policies were reviewed by the Policy Committee, and the Superintendent recommended their approval.

1. **Policy 501.6** – Motion to approve by Doug Kayser, seconded by Chad Vitiritto. Motion carried 5/0.
2. **Policy 507.1** – Motion to approve by Chad Vitiritto, seconded by Roland Kouski, Jr. Motion carried 5/0
3. **Instructional Materials – 605.1, 605.1R1, 605.2, 605.3, 605.3E1, 605.3E2, 605.3E3, 605.3R1, 605.4, 605.5, 605.6, 605.7, 605.7R1** – Motion to approve by Jennifer Van Houten, seconded by Roland Kouski, Jr. Motion carried 5/0.
4. **Instructional Arrangements – 606.1, 606.2, 606.3, 606.4, 606.5, 606.5E1, 606.6, 606.7** – Motion to approve by Doug Kayser, seconded by Roland Kouski, Jr. Motion carried 5/0.
5. **Instructional Services – 607.1, 607.2** – Motion to approve by Roland Kouski, Jr., seconded by Chad Vitiritto. Motion carried 5/0.

**VII. 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. Superintendent's Mid-Year Review. Motion to enter into Closed Session at 7:35 PM by Jennifer Van Houten, seconded by Chad Vitiritto. Roll call vote was: Melissa Sassman, absent - Chad Vitiritto, yes – Roland Kouski, Jr., yes – Doug Kayser, yes – Henry Wood, absent – Jennifer Van Houten, yes – Brian Bowman, yes. The Board returned to Open Session at 7:49 PM.

**VIII. Adjourn** – Motion to adjourn by Roland Kouski, Jr., seconded by Chad Vitiritto. Motion carried 5/0. The meeting adjourned at 7:51 PM.

At the conclusion of the Regular Meeting, the Board held an Exempt session for the purpose of discussing upcoming collective bargaining with employee groups per Iowa Code 20.9(3) from 7:51 PM until 8:07 PM.

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Brian Bowman, Board President

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Beth Vitiritto, Board Secretary

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