

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

REGULAR BOARD MEETING MINUTES

6:00 PM

Saydel District Office Board Room

April 24, 2017

- I. Call the Meeting to Order** – Meeting called to order by Vice President, Chairperson Pro Tem Jennifer Van Houten at 6:00 PM
- A. Roll Call** – Melissa Sassman, Chad Vitiritto, Henry Wood, Jennifer Van Houten, Roland Kouski, Jr., present. Brian Bowman, Doug Kayser, absent.
- B. Approve Agenda** – Motion to approve by Chad Vitiritto, seconded by Roland Kouski, Jr. Motion carried 5/0.
- II. Discussion/Action Items**
- A. Consent Agenda** – Motion to approve by Melissa Sassman, seconded by Chad Vitiritto. Motion carried 5/0.
1. Bills for Payment
 2. Contracts
 - a. **Timberline Billing Service** – Timberline processes Saydel’s claims for Medicaid reimbursements for 8% of the net Medicaid reimbursement retained by the District.
 - b. **Graduation Security** – The District will contract with off-duty Polk County deputies to provide security at graduation. Each event is paid at \$40/hour for a minimum of four hours.
 - c. **Carrie Phelps – Yoga Instructor** – This is an agreement between the District and Carrie Phelps to provide two one-hour yoga sessions at the High School. The District has received a federal grant to promote physical activity for students. Total cost of this contract is \$100.
 3. Donations
 - a. **Athletic Booster Club** – The Booster Club is donating \$2,790 to be used toward the purchase of HS softball uniforms.
 - b. **Athletic Booster Club** – The Booster Club is donating \$1,620 to be used toward the offering of a Speed and Agility Program this summer, contingent on the District entering into an agreement to provide the program.
- B. Personnel**
1. **New Hires** – Motion to approve by Melissa Sassman, seconded by Chad Vitiritto. Motion carried 5/0.

<u>Name</u>	<u>Position/Bldg.</u>	<u>Contract/Salary</u>
Chelsea Gallagher	Eagle’s Nest Summer Staff	\$11.00/hr
Darrell Reece	Eagle’s Nest Summer Staff	\$11.00/hr
Renee Bozman	Eagle’s Nest Summer Staff	\$11.00/hr
Alex Mentzer	Eagle’s Nest Summer Staff	\$11.00/hr
Whitney Weismantel	Eagle’s Nest Summer Staff	\$11.00/hr
Jeyson Ramos-Puerto	Eagle’s Nest Summer Staff	\$11.00/hr
Rachelle Jackson	Eagle’s Nest Summer Staff	\$11.00/hr
Tasha Hudson	Eagle’s Nest Summer Staff	\$11.00/hr
Nichole Foxhoven	District Librarian	TBD

2. **Resignations/Terminations** – Motion to approve by Henry Wood, seconded by Melissa Sassman. Motion carried 5/0.

Name	Position/Bldg.	Reason
Christine Bailey	Eagle's Nest Program Coordinator	Personal
Christine Bailey	Eagle's Nest Summer Coordinator	Personal
Annie Gallaher	7th Grade Math Teacher/WS	Personal
Hannah Klinker	2nd Grade Teacher/CE	Personal
Matthew Bannerman	STEM Master (effective end of year)	Reduction in Force
Dan Willson	Supervisor of Building and Grounds (effective June 30, 2017)	Reduction in Force

3. **Transfers (Reviewed Only)**

Name	Position/Bldg. (to)	Position/Bldg. (from)
Anne DaLuga	6th Grade Math & Science/WS	8th Grade Science/WS

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

Name	Position/Bldg.	Contract/Salary
Dominic Ellis	Spec Ed Associate/WS	\$13.98/hr

C. Open Enrollment

1. **In** – Motion to approve by Chad Vitiritto, seconded by Melissa Sassman. Motion carried 5/0.

In			
Student Name	Grade	From	Reason
Kiera Derrick	K	Des Moines	Met deadline 2017/18
Leah Helm	K	Des Moines	Met deadline 2017/18
Ella Marshall	4	Des Moines	Met deadline 2017/18
Destiny Ogden	9	Des Moines	Met deadline 2017/18
Stryker Pardekooper	K	Des Moines	Met deadline 2017/18
Cooper Piere	K	Des Moines	Met deadline 2017/18
Cain Sharp	2	Des Moines	Met deadline 2017/18
Chase Sharp	4	Des Moines	Met deadline 2017/18
Sky White Thunder	K	Des Moines	Met deadline 2017/18
Ethan Whitney	K	Des Moines	Met deadline 2017/18

2. **Out** – Motion to approve by Roland Kouski, Jr., seconded by Melissa Sassman. Motion carried 5/0.

Out			
Student Name	Grade	To	Reason
Devon Hill	9	Ankeny	Family move 2/1/2017
Dylan Hill	9	Ankeny	Family move 2/1/2017

3. **Denied** – Motion to approve by Chad Vitiritto, seconded by Melissa Sassman. Motion carried 5/0.

Student Name	Grade	From	Reason
Brooklyn Archer	9	Des Moines	Insufficient classroom space

D. Contracts & Agreements

1. **Speed & Agility Training Program - Physiotherapy** – Motion to approve by Chad Vitiritto, seconded by Melissa Sassman. Motion carried 5/0. The goal of the training program is to educate athletes on correct body mechanics and to enhance performance through sport specific

movement. The program includes 18 sessions offered at various times from the end of May to the beginning of August. Total estimated cost is \$1,620 and will be paid for from a donation from the Athletic Booster Club.

2. **Qualtrics** – Motion to approve by Chad Vitiritto, seconded by Melissa Sassman. Motion carried 5/0. Qualtrics is a software program used to present and analyze data. It offers a simple dashboard that can be set up after data is uploaded. Qualtrics is commonly found in business and higher education and has recently begun to filter down into K-12. It offers a data analytics tool and a survey tool along with their data dashboard tool. Cost is \$7,000 per year with a one-time \$4,000 set charge, which also includes help through completion of setup for one project, which would be an at-risk dashboard.
3. **Change Order - Caliber Concrete - 2016 Cornell Elementary Addition & Outdoor Classroom** – Motion to approve by Chad Vitiritto, seconded by Roland Kouski, Jr. Motion carried 5/0. The Board approved the following change request for the 2016 Cornell Elementary Addition & Outdoor Classroom from Caliber Concrete.

Change Order #5:

Deduct	Credit for corrections to floor polish	-\$4,500.00
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4. **Saydel High School Water Service Project**
 - a. **Public Hearing on Plans, Specification, Form of Contract and Estimate of Total Cost of Construction** – At 6:16 PM, Board Vice President, Chairperson Pro Tem Jennifer Van Houten said it was the time and place for the public hearing on plans, specifications, form of contract and estimate of total cost of construction for the Saydel High School Water Service Project, published pursuant to the provisions of the Code of Iowa. She inquired whether there were any residents or taxpayers who would like to speak regarding the topic or if there were any written comments received prior to the meeting. Hearing none, at 6:17 PM, Board Vice President, Chairperson Pro Tem Van Houten declared the time for receiving objections to, or arguments in favor of the proposed project closed.
 - b. **Recommendation for Award of Project Bids** – Board Member Chad Vitiritto introduced the following Resolution entitled “Resolution Making Award of Construction Contract” and moved its adoption. Board Member Melissa Sassman seconded the motion to adopt. Motion carried 5/0. Vice President, Chairperson Pro Tem Jennifer Van Houten declared the Resolution adopted. There were five contractors that placed bids for the Saydel High School Water Service Project. The Board accepted the lowest responsive, responsible base bid from Valley Plumbing Co., Inc. in the amount of \$142,962.70.

E. 2016-17 Budget Amendment

1. **Public Hearing** – At 6:20 PM, Board Vice President, Chairperson Pro Tem Jennifer Van Houten said it was the time and place for the public hearing and meeting on the amendment of the 2016-17 school budget, and that the amended budget has been published pursuant to the provisions of the Code of Iowa. She inquired whether there were any residents or taxpayers who would like to speak to the amended budget. Hearing none, at 6:21 PM, Board Vice President, Chairperson Pro Tem Van Houten declared the time for receiving objections to, or arguments in favor of the amended budget closed.

2. **Recommendation** – Motion to approve by Chad Vitiritto, seconded by Melissa Sassman. Motion carried 5/0. The Board approved the amendment of the support services and other expenditures area of the 2016-17 school budget. The increase in expenditures will not have an impact on the tax levy rate.

F. \$6,682,000 School Infrastructure Sales, Services and Use Tax Revenue and Refunding Bonds, Series 2017

1. **Resolution Appointing Paying Agent, Bond Registrar, and Transfer Agent, Approving the Paying Agent, Bond Registrar, and Transfer Agent Agreement and Authorizing the Execution of Same** – Board Member Melissa Sassman introduced the following Resolution entitled “Resolution Appointing Paying Agent, Bond Registrar, and Transfer Agent, Approving the Paying Agent, Bond Registrar, and Transfer Agent Agreement and Authorizing the Execution of Same” and moved its adoption. Board Member Chad Vitiritto seconded the motion to adopt. The roll was called and the vote was: Melissa Sassman, yes; Chad Vitiritto, yes; Roland Kouski, Jr., yes; Henry Wood yes; Jennifer Van Houten, yes; Brian Bowman, absent; Doug Kayser, absent. Vice President, Chairperson Pro Tem Jennifer Van Houten declared the Resolution adopted.
2. **Approval of Tax Exemption Certificate** – Board Member Henry Wood moved that the form of Tax Exemption Certificate be placed on file and approved. Board Member Roland Kouski, Jr. seconded the motion. The roll was called and the vote was: Melissa Sassman, yes; Chad Vitiritto, yes; Roland Kouski, Jr., yes; Henry Wood yes; Jennifer Van Houten, yes; Brian Bowman, absent; Doug Kayser, absent. Vice President, Chairperson Pro Tem Jennifer Van Houten declared the Resolution adopted.
3. **Resolution Authorizing the Terms of Issuance and Providing for and Securing the Payment of School Infrastructure Sales, Services and Use Tax Revenue and Refunding Bonds** – Board Member Chad Vitiritto introduced the following Resolution entitled “Resolution Authorizing and Providing for the Terms of Issuance and Securing the Payment of \$6,682,000 School Infrastructure Sales, Services and Use Tax Revenue and Refunding Bonds, Series 2017, of the Saydel Community School District, State of Iowa, Under the Provisions of Chapters 423E and 423F of the Code of Iowa, and Providing for a Method of Payment of Said Bonds” and moved its adoption. Board Member Melissa Sassman seconded the motion to adopt. The roll was called and the vote was: Melissa Sassman, yes; Chad Vitiritto, yes; Roland Kouski, Jr., yes; Henry Wood yes; Jennifer Van Houten, yes; Brian Bowman, absent; Doug Kayser, absent. Vice President, Chairperson Pro Tem Jennifer Van Houten declared the Resolution adopted.

- III. Adjourn** – Motion to adjourn by Henry Wood, seconded by Roland Kouski, Jr. Motion carried 5/0. The meeting adjourned at 6:25 PM.

Jennifer Van Houten, Vice President, Chairperson Pro Tem

Beth Vitiritto, Board Secretary

The next scheduled Regular Board Meeting is Monday, May 8, 2017 at 6:00 PM. It will be held in the Board Room at the Saydel District Office.