

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

REGULAR BOARD MEETING MINUTES

6:00 PM

Saydel District Office Board Room

June 12, 2017

- I. Call the Meeting to Order** – Meeting called to order by Board President Brian Bowman at 6:02 PM
- A. Roll Call** – Melissa Sassman, Chad Vitiritto, Roland Kouski, Jr., Henry Wood, Jennifer Van Houten, Brian Bowman, present. Doug Kayser, absent (arrived at 6:05 PM)
- B. Approve Agenda** – Motion to approve by Jennifer Van Houten, seconded by Chad Vitiritto. Motion carried 6/0.
- II. Public Comments** – None
- III. Board Reports**
- Brian Bowman said the Board members have accrued learning credits toward their Better Boardsmanship Individual Achievement Awards. A list was presented showing the formal learning credits earned by Board members in the Saydel District.
 - Chad Vitiritto chaperoned the eighth grade students who recently traveled to Washington, D.C. The students visited many historical sites and enjoyed the trip. It was the first time the group traveled by plane.
 - Brian Bowman said tonight was the Saydel Softball Senior Night. The Baseball Senior Night will be July 6 at 7:30 PM at Saydel High School.
- IV. Superintendent’s Report**
- A. Cornell Gold Status Healthier US Challenge** – Cornell Elementary received the HealthierUS School Challenge Gold Award in recognition of its outstanding commitment to student health. The HealthierUS School Challenge program recognizes schools that are creating healthy environments by promoting excellence in nutrition, nutrition education and physical activity. To qualify for an award, a school must submit a formal application and meet basic criteria set forth by the FNS. The HUSSC criteria reflect the recommendations of the 2005 Dietary Guidelines for Americans, and the Institute of Medicine (IOM) published recommendations (April 2007) for foods that should be served in schools, outside of the organized school lunch meals. HealthierUS Schools must also have a local school wellness policy, as mandated by Congress. Jessy Sadler, Food Service Director, led the HUSSC application process. Schools receiving a HUSSC award commit to meeting the criteria throughout their four-year certification period. Iowa has not had a Gold HUSSC Award winning school in the past two years.
- B. Jessy Sadler, Nutrition and Physical Activity Emerging Leader Award** – The Iowa Department of Public Health (IDPH) recognized leaders in nutrition and physical activity at a ceremony held at the 2017 Iowa Governor’s Conference on Public Health in Des Moines. The honorees emulate the IDPH Bureau of Nutrition and Health Promotion vision of “an Iowa where healthy living is accessible, valued, and supported by all.” The winners must strive to make the bureau’s mission a reality by “ensuring that Iowans have the opportunity to live a healthy lifestyle by providing education and resources, building partnerships and supporting communities.” Jessy Sadler, Food Service Director, was awarded the Nutrition and Physical Activity Emerging Leader Award of 2017.

- C. Hiring Update** – Mr. Wheeler shared a hiring summary spreadsheet. The summary, divided by building, outlined new staff members, staff replacements, and vacancy reasons.
- D. Summer Projects Update** – Mr. Wheeler provided an update on new facility supervisors and reviewed the summer cleaning strategy for the buildings. Mr. Wheeler shared progress on the installation of high school skylights and the high school water project. On June 14, renovations will begin on the Woodside science room and the special needs room. Regarding academic summer projects, grade and subject level retreats are being held. Teachers are attending Professional Developing training this summer. Two staff members will attend the TAP Summer Institute June 14-16. They will bring back learning and host retreats on site to continue teacher leadership efforts through the Teacher Leadership Compensation Grant. A meeting will be held June 26 with building principals to do long range planning around the Teacher Leadership System and TAP based on the learning from Summer Institute. On June 28-29, the TAP Summer Retreat will be held for principals and master/mentor teachers. The date for the Yearly Goal Setting Meeting is yet to be announced.

- V. Administrative Report to the Board – Annual Food and Nutrition Update** – Jessie Sadler, Director of Food Service, shared an update on Saydel Food Service for the 2016-17 school year. She reviewed the new school breakfast and lunch prices for the 2017-18 school year and shared comparison of meal prices from neighboring schools. Jessie shared details about anticipated new and renewal bid contracts and reviewed the breakfast and lunch participation across the District. She reviewed the Community Eligibility Provision Year 2 recap for Cornell Elementary. Jessie shared details about the food service grants Saydel has received this year. These grants included a Team Nutrition Grant (\$500), United Way Garden Grant (\$1,500), Action for Healthy Kids (\$1,000) and CDC 1305 Wellness Grant Year 3 (Woodside Middle School \$5,000 and Saydel High School \$5,000). Jessie shared information about the Summer Food Service Program which will run from June 5 - August 11 at Cornell Elementary School and Sunnybrook Mobile Home Park along with additional neighboring sites.

VI. Discussion/Action Items

- A. 28E Sharing Agreement with Bondurant-Farrar Schools for Shared Supervisor of Preventative Maintenance (HVAC/Mechanical)** – Motion to approve by Melissa Sassman, seconded by Henry Wood. Motion carried 7/0. The Board discussed and approved to enter into a 28E agreement with Bondurant-Farrar Schools to share a supervisor of preventative maintenance (HVAC) for the 2017-18 school year.
- B. Consent Agenda** – Motion to approve by Chad Vitiritto, seconded by Roland Kouski, Jr. Motion carried 7/0.
1. Minutes of Previous Meeting
 2. Bills for Payment
 3. Financial Reports
 4. Contracts
 - a. **FLR Sanders** – This contract is the annual maintenance for the gym floors for all buildings. Costs for each gym are as follows: Woodside Gym - \$3,195; Cornell Gym - \$2,116; High School Competition Gym - \$5,632; High School North Gym - \$3,420; High School Stage - \$1,250. The cost of the proposed work is \$15,613.
 - b. **DJ Contract** – Contract between Andy Powell of Select Entertainment and Saydel for DJ services on September 16, 2017, in the amount of \$695. This is for a High School Homecoming dance.
 - c. **Food Service Annual Contracts**
 - (1) **Bread Bid – Bimbo** – A pricing sheet was submitted on behalf of the SAS (Saydel, Ankeny, SE Polk) for the renewal contract for school year 2017-18. Based on comparison of prices from last year to this year, prices have increased due to

increase of slices per package. Contract will be renewed with Bimbo for the 2017-18 school year.

(2) **Fresh Fruit/Vegetables – Loffredo** – Renewal contract between Saydel Food Service Department and Loffredo Fresh Produce as our main fresh fruit and vegetable distributor for the Fresh Fruit and Vegetable Grant for school year 2017-18. Average price for single serve vegetable will be around \$0.3760 and \$0.3927 for single serve fruit.

(3) **Grease Interceptor Cleaning – Hoodz Fire & Safety** – Renewal contract between Hoodz Fire and Safety and the Saydel Food Service Department for cleaning and inspection of the District grease interceptors. Price per cleaning is \$380 for Woodside, \$380 for Cornell and \$525 for Saydel. Total cost is \$2,570.

(4) **Milk Bid – Anderson Erickson** – An original RFP was submitted on May 16, 2017 to Anderson Erickson and Hiland Dairy on behalf of SAS (Saydel, Ankeny, SE Polk). Hiland Dairy submitted a Statement of No Bid; therefore, the Board moved forward with the bid from Anderson Erickson Dairy. Pricing did increase, but the percentage varies based on the product.

(5) **Pizza Bid – Dominos** – Pricing was requested for contract renewal between the Saydel Food Service Department and Dominos for the pizza delivery at Woodside Middle School and Saydel High School for the 2017-18 school year. The price per pizza will remain the same at \$6.75 for NSLP and \$6.50 for athletics price.

d. **Curriculum**

(1) **DMACC Concurrent Enrollment** – Agreement to have DMACC provide college courses through the Career Advantage Program. The concurrent students will receive DMACC college credits upon successful completion of the course. The new agreement reflects a \$10 increase per student for each class, which brings the total to \$120 per class.

(2) **Edgeunity (e2020)** – This is a renewal agreement with Education 2020 to provide core and elective instruction in a virtual school setting for students in grades 6-12. The courseware is aligned to common core standards and has helped students recover and accrue credits for graduation and prepare for state, end-of-course and key standardized tests. The high school has been utilizing e2020 for six years in the credit recovery classroom. This license term is 7/1/2017 to 6/30/2019. The total cost of this agreement is \$19,500.

(3) **FAST Testing Subscription** – This is a renewal agreement with FastBridge Learning to provide A-Reading and A-Math for Cornell Elementary. This license term is 7/1/2017 to 6/30/2018. The total cost of this agreement is \$2,000.

(4) **IHSMA – Sharing Agreement** – Agreement with the Iowa High School Music Association to allow Grandview Christian students to participate in the Saydel High School Marching Band and Concert Band for 2017-18.

(5) **Iowa Jobs for America's Graduates (iJAG)** – The Board is being asked to continue the agreement between Saydel CSD and Iowa Jobs for America's Graduates. Saydel CSD entered into an agreement with iJAG in the 2013-14 school year. iJAG provides a full time teacher to the Saydel CSD at a cost of \$20,000 annually. The program aims to create business, industry, and education partnerships to ensure at-risk high school students remain in school.

(6) **Northwest Evaluation Association License Agreement** – This is a renewal agreement with Northwest Evaluation Association to provide web-based licenses for MAP Math, Science, Reading and Language and Children's Progress Academic Assessment (CPAA). The District utilizes MAP testing in grades 4-11. This license term is 7/1/2017 to 6/30/2018. The total cost of this agreement is \$10,330.

(7) **SAI Mentoring** – This agreement is between the District and School Administrators of Iowa (SAI) to provide an administrator mentoring and induction

program. This program is required by the State for all new administrators and costs \$500.

(8) Cooperative Teaching Agreement – Saydel CSD has a long relationship with the University of Northern Iowa. This agreement will allow us to investigate both practicum experiences within the District as well as student teaching placements for the coming school year.

(9) Grant Wood AEA – PowerSchool Student Information System – Agreement between Saydel CSD and Grant Wood AEA to provide the software and hardware necessary to operate our student information system. The cost for 2017-18 is \$8 per student for a total of \$10,832.

C. Personnel

- New Hires** – Motion to approve by Jennifer Van Houten, seconded by Melissa Sassman. Motion carried 7/0.

<u>Name</u>	<u>Position/Bldg.</u>	<u>Contract/Salary</u>
Katelyn Sandquist	TAP Mentor Teacher/WS	\$4,500.00
Terry Brix	STEM Summer Camp Teacher/WS	\$23.00/hr
Linda Reid	STEM Summer Camp Teacher/WS	\$23.00/hr
Gerald Young	Supervisor Grounds Maintenance	\$52,000.00
Donald Frisby	Supervisor Preventative Maint./HVAC	\$77,500.00
Justin Russell	Special Education Teacher/HS	\$53,089.00
Justin Russell	HS Head Varsity Football Coach	\$5,555.20
Chris Mund	HS Asst. Varsity Football Coach	\$3,819.20
Elizabeth Mashek	PE Teacher/CE	\$46,679.00
Katelyn Neil	K-4 Counselor/CE	\$41,435.00
Kristin Ploeger	2nd Grade Teacher/CE	\$40,604.00
Lukas Odland	Social Studies Teacher/HS	\$40,604.00
Tricia Zeis	Admin. Assist. Registrar/Comm. Ed./DO	\$15.61/hr
Samantha Phillips	Summer Food Service Cook	\$14.29/hr
Cheryl Porter	Summer Food Service Cook	\$14.84/hr
Janet Kimrey	Summer Food Service Aide	\$14.27/hr
Kim Hunter	Summer Food Service Aide	\$13.83/hr
Julie Steemken	Summer Food Service Aide	\$13.83/hr
Andrea Olopwi	Summer Food Service Aide	\$13.83/hr
Tammy Hawkins	Summer Food Service Aide	\$13.83/hr
Jennifer Terry	Summer Food Service Aide	\$13.83/hr
Amanda Stone	Summer Food Service Aide	\$13.83/hr
Chasity Heins	Summer Food Service Aide	\$13.83/hr
Kim Hunt	Summer Food Service Aide	\$13.83/hr
Lukas Odland	MS Football Coach	\$2,777.60

- Resignations** – Motion to approve by Melissa Sassman, seconded by Chad Vitiritto. Motion carried 7/0.

<u>Name</u>	<u>Position/Bldg.</u>	<u>Reason</u>
Matthew Thompson	PE Teacher	Personal
David Brunelle	Math Teacher	Personal
Jason Alons	Social Studies Teacher	Personal
Teri White	Special Ed Associate	Personal
Guadalupe Rubio	Special Ed Associate	Personal
Amy Crane	TLT Mentor K-1st Grade	Personal
Chris Mund	MS Football Coach	Personal

Shari Rusher	MS Girls Basketball Coach	Personal
Victoria Hoogendoorn	HS Assistant Volleyball Coach	Personal
Mason Denholm	MS Boys Basketball Coach	Personal
Demathdian Tate	MS Football Coach	Personal
Daryle Wright	MS Volleyball Coach	Personal

3. **Transfers and/or Reassignments** – Reviewed only.

Name	Position/Bldg. (to)	Position/Bldg. (from)
Stacy Lindahl	K-4 Technology Teacher	2nd Grade
Stacy Lindahl	2nd Grade	4th Grade
Amy Crane	1st Grade	Kindergarten
Katie Delahunt	2nd Grade	1st Grade
Kelly Sager	Kindergarten	2nd Grade
Paul Forristall	4th Grade	2nd Grade

D. Open Enrollment

1. **In** – Motion to approve by Melissa Sassman, seconded by Chad Vitiritto. Motion carried 7/0.

Student Name	Grade	From	Reason
Astrid Abbas	7	Des Moines	Continuation moved 10/15/16
Lucas R. Allen	K	Des Moines	Met deadline -2017/18
Savino Cardenas	7	Ankeny	Continuation moved 1/1/17
Skyler Cardenas	9	Ankeny	Continuation moved 1/1/17
Rylan Corbin	5	Des Moines	Continuation moved 10/15/16
Colton Edwards	6	Colfax	Continuation moved 4/10/17
Dominic Edwards	6	Colfax	Continuation moved 4/10/17
Kaylea Edwards	9	Colfax	Continuation moved 4/10/17
Johnathan Larson	6	SEP	Met deadline move-5/1/17
Kenneth Neighbors	6	Des Moines	Met deadline – 2017/18
Kayden Williams	K	Des Moines	Met deadline – 2017/18

2. **Out** – Motion to approve by Doug Kayser, seconded by Roland Kouski, Jr. Motion carried 7/0.

Student Name	Grade	To	Reason
Madison Cowie	6	SEP	Family move-6/2/17
Clayton Taylor	6	Des Moines	Family move-4/1/17

3. **Denied** – Motion to approve by Melissa Sassman, seconded by Henry Wood. Motion carried 7/0.

Student Name	Grade	From	Reason
Benjamin Swift	11	Ankeny	Insufficient classroom space

E. Contracts & Agreements

1. **Tierney Brothers** – Motion to approve by Henry Wood, seconded by Chad Vitiritto. Motion carried 7/0. The Board approved contracting with Tierney Brothers to replace existing projector systems in rooms being renovated at the High School and Woodside. The total contract amount of \$29,961.33 is for the base bid (a short throw projector that would be wall mounted, a ceiling mounted speaker, wall control and wall connections and alternate #1 (making the projector

interactive so that teachers could touch the screen and interact with a computer). Five bids were received and Tierney Brothers had the lowest bid.

2. **Berg Audio Video** – Motion to approve by Melissa Sassman, seconded by Chad Vitiritto. Motion carried 7/0. The Board approved contracting with Berg Audio Video to add teacher microphones that are compatible with the Tierney Brothers speaker system. Total contract amount is \$5,985. Five bids were received and Berg Audio Video was the lowest bid.
3. **Hood Cleaning Bid – Hoodz Fire & Safety** – Motion to approve by Chad Vitiritto, seconded by Melissa Sassman. Motion carried 7/0. The Board approved contracting with Hoodz Fire & Safety to inspect and clean the District’s hood vents for the 2017-18 school year. The cost will be \$1,525.
4. **Change Order – TBB&M – 2017 HS Classroom Renovations Project** – Motion to approve by Melissa Sassman, seconded by Chad Vitiritto. Motion carried 7/0. The Board approved the following change request for the 2017 HS Classroom Renovations Project from TBB&M.

Change Order #1:

Deduct	7 projection screens	-\$1,320.00
Add	Change 7 countertops to solid surface in lieu of plastic laminate	\$2,771.00

- F. 2017-2018 Meal Prices** – Motion to approve by Melissa Sassman, seconded by Chad Vitiritto. Motion carried 7/0. To adhere to the National School Lunch Program: School Food Service Account Revenue Amendments Related to the Healthy, Hunger-Free Kids Act of 2010, Saydel Community School District is required to increase school lunch prices in order to be in compliance with federal regulations. The Board approved breakfast and lunch meal prices to be raised by ten cents for the 2017-18 school year. Adult lunch prices will be raised to \$3.55.

School Meal	Current Prices	2017-2018 Recommendation
Cornell Breakfast	Free	Free
Cornell Lunch	Free	Free
Woodside Breakfast	\$1.60	\$1.70
Woodside Lunch	\$2.55	\$2.65
Saydel High Breakfast	\$1.60 - \$1.80	\$1.70-\$1.90
Saydel High Lunch	\$2.55 - \$2.90	\$2.65-\$2.90
Milk at all buildings	\$0.45	\$0.45
Adult Breakfast	\$1.90-\$2.10	\$2.00-\$2.25
Adult Lunch	\$3.45	\$3.55

- G. IASB Legislative Priorities** – Each year local Boards are asked to select three to four legislative priorities to share with IASB to impact advocacy of local school districts and Boards. Our Board adopts our priorities and IASB adopts their platform yearly at the IASB

convention. The list of priorities were reviewed and discussed by the Board. Board members were asked to share their top four priorities with Mr. Wheeler who will collect them and indicate our top four to vote on in July.

H. Board Policies

1. Facility Use

- a. **905.1, 905.1.R1, 905.1.E1 (Review/Revise)** – Motion to approve by Doug Kayser, seconded by Roland Kouski, Jr. Motion carried 7/0.
- b. **905.1.R2 (NEW – Final Reading)** – Motion to approve by Roland Kouski, Jr., seconded by Chad Vitiritto. Motion carried 7/0.

2. Fundraising – During Saydel CSD’s annual audit process, we received a comment that all fundraisers benefiting students from student and outside organizations must be approved by the Board. Upon following up on this audit comments, we also identified there is frustration between groups that the fundraising efforts of others is not public. In addition, we discovered the required use of the approval process was inconsistent. Due to the audit comment coming mid-year, it was decided to update this policy for implementation in the 2018 FY. In this update process, the administration and policy committee referenced information provided by IASB and other Iowa districts.

- a. **712 – Fundraising Guidelines (NEW – 1st reading)** – Motion to approve by Chad Vitiritto, seconded by Melissa Sassman. Motion carried 6/1 with Henry Wood voting no. This new policy outlines the entire fundraising requirements and process. The working philosophy of developing this policy was having all information in one place and to provide expectation clarity proactively. The Board discussed this new policy at length. Board members wanted to make sure the process was simple and that organizations could use the form for more than one activity. Some Board members were concerned the process might turn away volunteers. The consequences for not following up on the audit comment were noted by Mr. Wheeler.
- b. **712.E1 – Fundraising Approval Form (NEW – 1st reading)** – Motion to approve by Roland Kouski, Jr., seconded by Doug Kayser. Motion carried 6/1 with Henry Wood voting no. This form is intended to be online. Applicants will only need approval based on the nature of their project. This form includes much of the information requested in the last form, but seeks clarity on many items. This will allow the project coordinator to avoid delays once the application is submitted.
- c. **712.R1 – Online Fundraising (NEW – 1st reading)** – Motion to approve by Roland Kouski, Jr., seconded by Chad Vitiritto. Motion carried 7/0. With the growth of online crowdfunding projects, concerns regarding how the building and District is presented in addition to equity of experience become a concern. Some districts have disallowed the practice altogether. We believe this is a viable practice and has been used by our teachers in the past.
- d. **712.R2 – Fundraising Food and Nutrition Information (New – 1st reading)** – Motion to approve by Doug Kayser, seconded by Roland Kouski, Jr. Motion carried 7/0. This information is included for reference to ensure compliance with nutrition requirements that if violated would result in loss of funding.

I. Disposal of Equipment – Motion to approve by Chad Vitiritto, seconded by Melissa Sassman. Motion carried 7/0. The Board reviewed a list of items that are no longer needed in the buildings. The items that will be sold will be posted online through GovDeals.com. If items are not sold, then the most economic means will be used to dispose them.

J. Community Education Handbook – Motion to approve by Jennifer Van Houten, seconded by Chad Vitiritto. Motion carried 7/0. The Board approved the Community Education Handbook

which outlines the basic elements that will allow the District to begin its community education program in July. The handbook will continue to be updated throughout the first year of operation.

- VII. Adjourn** – Motion to adjourn by Jennifer Van Houten, seconded by Chad Vitiritto. Motion carried 7/0. The meeting adjourned at 8:26 PM.

Brian Bowman, Board President

Beth Vitiritto, Board Secretary

The next scheduled Regular Board Meeting & Work Session is Monday, June 26 at 6 PM in the Saydel District Office Board Room.