

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 26, 2017

- I. Call the Meeting to Order** – Meeting called to order by Board President Brian Bowman at 6:07 PM
- A. Roll Call** – Melissa Sassman, Chad Vitiritto, Henry Wood, Jennifer Van Houten, Brian Bowman, present. Roland Kouski, Jr., Doug Kayser, absent.
- B. Approve Agenda** – Motion to approve by Jennifer Van Houten, seconded by Chad Vitiritto. Motion carried 5/0.

II. Discussion/Action Items

- A. Consent Agenda** – Motion to approve by Chad Vitiritto, seconded by Jennifer Van Houten. Motion carried 5/0.

1. Bills for Payment

B. Personnel

1. **New Hires** – Motion to approve by Jennifer Van Houten, seconded by Chad Vitiritto. Motion carried 5/0.

<u>Name</u>	<u>Position/Bldg.</u>	<u>Contract/Salary</u>
Laura Reynolds	Special Ed Teacher/CE	\$54,545.00
Nicole Phillips	Summer Food Service/CE	\$13.83/hr
Mark Walker	MS Football Coach	\$2,777.60
Zakk Dunn	HS Asst. Football Coach	\$3,819.20
*Charles Ellsworth	HS Custodian	\$16.93/hr

*Pending background check

2. **Resignations/Terminations** – Motion to approve by Jennifer Van Houten, seconded by Chad Vitiritto. Motion carried 5/0.

<u>Name</u>	<u>Position/Bldg.</u>	<u>Reason</u>
Dominic Ellis	HS Varsity Tennis Coach	Personal
Travis French	MS Football Coach	Personal
Julie Holland	CE Custodian	Personal

C. Open Enrollment

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

<u>Student Name</u>	<u>Grade</u>	<u>From</u>	<u>Reason</u>
Harleigh Miller	8	Des Moines	Continuation-moved 6/14/2017

2. **Out** – Motion to approve by Henry Wood, seconded by Jennifer Van Houten. Motion carried 5/0.

<u>Student Name</u>	<u>Grade</u>	<u>To</u>	<u>Reason</u>
Jaidyn Foote	2	Ankeny	Continuation-moved 2/27/2017

3. **Denied** – Motion to approve by Jennifer Van Houten, seconded by Chad Vitiritto. Motion carried 5/0.

<u>Student Name</u>	<u>Grade</u>	<u>From</u>	<u>Reason</u>
Alexander C. Jordan	10	Johnston	Insufficient classroom space & not filed by March 1 or met good cause

D. Contracts & Agreements

1. **Construction Change Directive – TBB&M** – Motion to approve by Jennifer Van Houten, seconded by Chad Vitiritto. Motion carried 5/0. The Board approved a proposed Construction Change Directive (TBB&M) from Haila Architecture for the 2017 HS Classroom Renovations project. The change is due to a conflict with the supply air ducts and the skylight framing in three classrooms. The estimated cost at this moment is \$2470. Haila and Twin Rivers are still reviewing the proposed cost increase; therefore, the estimated cost is a maximum at this point. Haila and Twin Rivers are working on our behalf to investigate reducing the cost of this change order.
2. **FFA Enrichment Center Rental Agreement** – Motion to approve by Jennifer Van Houten, seconded by Chad Vitiritto. Motion carried 5/0. The Board approved a rental agreement between the District and the FFA Enrichment Center on the DMACC campus to rent a meeting room June 28-29 at a cost of \$315. The purpose of the rental is to provide off-site professional development training for master and mentor teachers.
3. **Weld Booth Exhaust System – Baker Group** – Motion to approve by Chad Vitiritto, seconded by Jennifer Van Houten. Motion carried 5/0. The Board approved a proposal to finish the installation of the new welding bays at Saydel High School as required by code at a price of \$16,500 with Baker Group. The project is contingent on hiring a new high school industrial technology teacher.
4. **HS Chiller Replacement** – The Board reviewed and discussed a proposed timeline and estimated cost of the replacement of the chiller at Saydel High School. The plan is to send it out to select mechanical contractors on June 30.

- E. **Board Resolution – Acceptance of Final Completion – Cornell Elementary Addition & Outdoor Classroom Project – Caliber Concrete** – Motion to approve by Chad Vitiritto, seconded by Melissa Sassman. Motion carried 5/0. In making contact with representatives from Haila Architecture and Estes Construction, they believe that the Cornell Elementary Addition & Outdoor Classroom 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 CALIBER CONCRETE, LLC.** is being brought to the Board for approval.

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

- Retaining the final payment amount (\$14,747.05) 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.

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

WHEREAS, on February 22, 2016, Saydel Community School District entered into a construction contract with Caliber Concrete, LLC. of Adair, Iowa “Contractor” for the construction of certain public improvements generally described as the Cornell Elementary Addition & Outdoor Classroom Project (“Project”); and

WHEREAS, on September 28th, 2015, 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 October 24th, 2016, 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 Caliber Concrete, LLC. is hereby determined to be \$367,901.00

Section 4: That \$14,747.05 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.

F. Board Policies – Fundraising

1. **712 – Fundraising Guidelines (NEW – Final Reading)** – Motion to approve by Chad Vitiritto, seconded by Jennifer Van Houten. Motion carried 4/1 with Henry wood voting no.
2. **712.E1 – Fundraising Approval Form (NEW – Final Reading)** – Motion to approve by Chad Vitiritto, seconded by Jennifer Van Houten. Motion carried 4/1 with Henry Wood voting no.

3. **712.R1 – Online Fundraising (NEW – Final Reading)** – Motion to approve by Chad Vitiritto, seconded by Jennifer Van Houten. Motion carried 5/0.
4. **712.R2 – Fundraising Food and Nutrition Information (NEW – Final Reading)** – Motion to approve by Chad Vitiritto, seconded by Jennifer Van Houten. Motion carried 5/0.
5. **Elimination of Policy 504.5 Student Fundraising** – Motion to approve by Chad Vitiritto, seconded by Jennifer Van Houten. Motion carried 5/0.

III. Adjourn – Motion to adjourn by Henry Wood, seconded by Jennifer Van Houten. Motion carried 5/0. The meeting adjourned at 6:41 PM.

Brian Bowman, Board President

Beth Vitiritto, Board Secretary

The next scheduled Regular Board Meeting is Monday, July 10 at 6 PM in the Saydel District Office Board Room.