

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

REGULAR BOARD MEETING MINUTES
6:00 PM
Saydel District Office Board Room
July 10, 2017

- I. Call the Meeting to Order** – Meeting called to order by Board President Brian Bowman at 6:03 PM
- A. Roll Call** – Melissa Sassman, Roland Kouski, Jr., Doug Kayser, Jennifer Van Houten, Brian Bowman, present. Chad Vitiritto, Henry Wood, absent
- B. Approve Agenda** – Motion to approve by Jennifer Van Houten, seconded by Doug Kayser. Motion carried 5/0.
- II. Public Comments** – None
- III. Board Reports**
- Jennifer Van Houten said the Saydel High School girl’s softball team did not advance at district play. District games begin July 14 for the Saydel High School boy’s baseball team.
 - Brian Bowman said the Saydel School Board Election is Sept. 12, 2017. He encourages anyone who wishes to run for a seat on the School Board to pick up election nomination paperwork at the Saydel District Office. Candidates must reside in the Saydel District and file nomination papers by August 3, 2017 at 5 PM.
- IV. Superintendent’s Report**
- A. Eagle’s Nest Program** – Director of Student Services and Special Education Julie McKibben shared details about the Summer Eagle’s Nest Program. Alivia Bullis is the new Eagle’s Nest Coordinator, and she has restructured the program. Seventy students are enrolled this summer, and there are eight staff members overseeing activities. The group has gone on field trips and the students have enjoyed presentations from guest speakers.
- B. Hiring Update** – Superintendent Mr. Douglas Wheeler reported we are now at full capacity for teaching positions. There is still one high school head coach vacancy. There are also associate positions vacant.
- C. TAP Summer Retreat (Principals & TLT)** – Mr. Wheeler recapped the TAP Summer Retreat for Saydel, where administrators worked with principals and the Teacher Leadership Team. For one day, administrators worked with principals to re-identify the roles of principals, master teachers, executive master teachers for TAP. They also spent time planning goals. During the other retreat days, administrators and principals met with the Teacher Leadership Team to draft long-range Cluster plans and long-range TLT plans.
- D. Meeting Schedule 2017-18** – Mr. Wheeler shared a draft of the new calendar which outlines the topics and dates of the 2017-18 Saydel School Board Meetings and Work Sessions.
- V. Administrative Report to the Board – Annual Report on Achievement Goals** – Mr. Wheeler reviewed the district and building goals with the Board. He shared the district snapshot from the Iowa Assessment results. Cornell Principal Brian Vaughan, Woodside Principal Joshua Heyer, Saydel High School Associate Principal Alex Stubbers presented their building data, along with an action plan for their 2017-18 building goals. Director of Student Services and Special Education Julie McKibben presented on special populations and mobility within the district from the 2016-17 school year. Mr. Wheeler shared the district goals based on the data presented.

VI. Discussion/Action Items

A. Consent Agenda – Motion to approve by Melissa Sassman, seconded by Jennifer Van Houten. Motion carried 5/0.

1. Minutes of Previous Meeting
2. Bills for Payment
3. Contracts
 - a. **Grand View University – Prom Venue** - An agreement between Grand View University and Saydel CSD to provide the venue for the 2018 Saydel Prom. This will be held April 21, 2018 and with cost of \$575.
 - b. **Martin Bros. – Prime Vendor** - The WASS (Waukee, Ankeny, SE Polk, and Saydel) buying group is renewing the contract with Martin Bros Distributing Co Inc. for the 2017-18 school year. Pricing was submitted by Martin Bros Distributing Co Inc.
 - c. **Goodwin Tucker – Maintenance/Repair Bid** - A pricing sheet was sent out to Goodwin Tucker Group for pricing and services for the renewal contract between Goodwin Tucker Group and Saydel Food Service Department for school year 2017-18 being option year three of the four year extension.
 - d. **Employee & Family Resources – Student Assistance Program** - This is a renewal agreement with Employee & Family Resources to provide assistance to our students through their Student Assistance Program (SAP). The agreement is for a three-session consolation for \$2.50 per student. The total cost of this agreement is \$2,362.50.
 - e. **Employee & Family Resources – Employee Assistance Program** - This is a renewal agreement with Employee & Family Resources to provide assistance to our employees through their Employee Assistance Program (EAP). The agreement is for a six-session consolation for \$12.50 per employee. The total cost of this agreement is \$3,162.50. The services provided by EFR for employees includes life coaching financial consultation, phone or direct counseling, legal consultation, eldercare resources, child care resources, management consultation, wellness consultation, crisis response consultation, and health/benefit fair participation.
 - f. **Specialty Underwriters – Equipment Breakdown Insurance** - The renewal premium amount for equipment breakdown insurance policy through Specialty Underwriters for FY 2017-18 is \$320,111.

B. Personnel

1. **New Hires** – Motion to approve by Melissa Sassman, seconded by Roland Kouski, Jr.
Motion carried 5/0.

<u>Name</u>	<u>Position/Bldg.</u>	<u>Contract/Salary</u>
Terry Voss	Industrial Tech Teacher/HS	\$44,062.00
Kelly Scott	Special Ed Teacher/WS	\$62,777.00
Audrey Batey	.5 Secretary/CE	\$14.28/hr
Audrey Batey	Lunch Recess Associate/CE	\$13.93/hr
Kris Bragg	TLT Mentor/CE	\$4,500.00
Kari Fokken	TLT Mentor/HS	\$4,500.00
Elisabeth Rice	Evening Custodian/CE	\$16.93/hr
Joseph Bullis	Special Ed Associate/CE	\$14.38/hr
Lucas Smythe	Special Ed Associate/HS	\$14.38/hr
Joseph Larson	Special Ed Associate/CE	\$14.38/hr

2. **Resignations** – Motion to approve by Melissa Sassman, seconded by Jennifer Van Houten. Motion carried 5/0.

<u>Name</u>	<u>Position/Bldg.</u>	<u>Reason</u>
Stacey Rice	Special Ed Teacher/WS	Personal
David Schubert	Industrial Tech Teacher/HS	Personal
Sherri Swanson	Head Cheer Coach	Personal

3. **Transfers and/or Reassignments** – None listed.

- C. IASB Legislative Priorities** – Motion to approve by Jennifer Van Houten, seconded by Roland Kouski, Jr. Motion carried 5/0. Each year, the Iowa Association of School Board calls on local School Boards to indicate their legislative priorities for the year. The IASB asks for four priorities. The Saydel School Board determined that the following priorities for 2018 are critical to students and taxpayers in the school district:
- **SPECIAL EDUCATION – STATE (Legislative Priority #8)** Supports predictable and timely state funding to serve students receiving special education services at a level that reflects the actual cost including educational programming and health care costs.
 - **SCHOOL FUNDING POLICY (Legislative Priority #19)** Supports a school foundation formula that provides sufficient and timely funding to meet education goals; equalizes per pupil funding; provides a funding mechanism for transportation costs that reduces the pressure on the general fund and addresses inequities between school districts; includes factors based on changes in demographics including socio-economic status, remedial programming, and enrollment challenges; incorporates categorical funding in the formula within three years; and includes a mix of property taxes and state aid.
 - **SUPPLEMENTAL STATE AID (Legislative Priority #20)** Supports setting supplemental state aid for FY 2018, by January 31, 2017; for FY 2019 and future budget years, at least 14 months prior to the certification of the school’s district budgets; and at a rate that sufficiently supports local districts’ efforts to plan, create and sustain world-class schools. Supports a formula driven method for establishing the supplemental state aid growth rate if it is not set within the statutory requirements.
 - **STANDARDS AND ACCOUNTABILITY (Legislative Priority #2)** Supports continued progress in the development of rigorous content standards and benchmarks that reflect the real-world knowledge and skills students need to graduate from high school prepared for college or to enter the workforce, including the following state actions:
 - a) Provide and fund technical assistance to help school districts fully implement the Iowa Core Content Standards which define what students should know and be able to do in math, science, English language arts, social studies, and 21st Century skills in areas such as financial and technological literacy.
 - b) Adopt high-quality summative and formative assessments, aligned to the skills students should know and be able to do to succeed globally and locally.
 - c) Support research-based professional development that provides educators with training, support and time to work together so that they can successfully teach a rigorous curriculum to all students. Ensure that curriculum decisions about how to teach remain in the hands of local schools and teachers.
 - d) Include and fund all the components of successful standards systems: assessments aligned to high expectations, improved and aligned instruction and quality professional development.
- D. Approval of 3-Year Plan Updates** – Motion to approve by Melissa Sassman, seconded by Jennifer Van Houten. Motion carried 5/0. The Board approved the updates on the 3-year strategic plan for the district. These updates as well as the progress on the strategies and deliverables for each target were reviewed by the Board at the June Work Session.
- E. Eagle’s Nest Employee Procedures Handbook** – Motion to approve by Melissa Sassman, seconded by Roland Kouski, Jr. Motion carried 5/0. The Board approved the Eagle’s Nest

Employee Procedures Handbook. This handbook, which is a DHS requirement for all licensed facilities, overviews procedures and processes that include required training for continued licensure, human resource procedures, daily expectations, and safety protocols. The handbook will be reviewed with all employees annually and new employees as part of the hiring process.

- VII. Adjourn** – Motion to adjourn by Jennifer Van Houten, seconded by Doug Kayser. Motion carried 5/0. The meeting adjourned at 8:15 PM.

Brian Bowman, Board President

Beth Vitiritto, Board Secretary

The next scheduled Regular Board Meeting & Work Session is Monday, July 24 at 6 PM in the Saydel District Office Board Room.