

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

REGULAR BOARD MEETING MINUTES

6:00 PM

Saydel District Office Board Room

August 14, 2017

- I. Call the Meeting to Order** – Meeting called to order by Board President Brian Bowman at 6:00 PM
- A. Roll Call** – Melissa Sassman, Chad Vitiritto, Roland Kouski, Jr., Doug Kayser, Henry Wood (Henry left Board Room from 6:19 to 6:21 PM), Jennifer Van Houten, Brian Bowman, present.
- B. Approve Agenda** – Motion to approve by Melissa Sassman, seconded by Chad Vitiritto. Motion carried 7/0.
- II. Public Comments** – None
- III. Board Reports**
- A. IASB Convention Registration Open (November 15 Pre-Convention / November 16-17 Convention)** – Brian Bowman noted the IASB Convention is coming up in November.
- B. No Work Session August** – There will not be a School Board Work Session in August.
- C. Board Election September 12** – Brian Bowman said the Saydel School Board Election is September 12, 2017. He encouraged Saydel residents to vote in the election.
- D. Board Candidate Forum September 7, 6:00 – 7:00 PM** – The School Board Candidate Forum will be held at the Saydel District Office. Saydel families and community members are welcome to attend and meet the candidates.
- E.** Henry Wood congratulated the Saydel High School boy’s baseball team. They had a great season and it was exciting to watch them play in the State Tournament.
- F.** Roland Kouski, Jr. said it was good to see the football season kick off. He attended the first scrimmage where Saydel competed against North Polk.
- IV. Superintendent’s Report**
- A. Summer Operations Update** – Superintendent Mr. Douglas Wheeler introduced the new operations staff comprised of Supervisor of Building Maintenance Kelly Bell, Supervisor of Grounds Maintenance Gerald Young, and Supervisor of Preventative Maintenance Don Frisby. Kelly and Gerald each shared an overview of projects they have worked on and completed since their start dates.
- B. Enrollment Snapshot** – Mr. Wheeler shared an enrollment snapshot with the Board. The figures included enrollment as of 8-14-17 in PowerSchool. The electronic and walk-in registration went well this year and students are still enrolling.
- V. Administrative Report to the Board – Employee Pre-Service & Professional Development Overview 2017-18** – Director of Curriculum, Instruction & Assessment Mary Salazar provided a professional development update with the Board. She reviewed the pre-service schedule for new and returning staff for August 16-22. Mary provided an overview of the Summer CIA work, discussed the plans for Wednesday morning professional development work, and shared details about the October TQ PD Day. Nicole Dimich-Vagle will lead the presentation around assessments and instruct breakout sessions.
- VI. Discussion/Action Items**
- A. Consent Agenda** – Motion to approve by Melissa Sassman, seconded by Roland Kouski, Jr. Motion carried 7/0.
1. Minutes of Previous Meeting

2. Financial Reports
3. Bills for Payment
4. Contracts
 - a. **DriveTek** – Agreement between DriveTek and Saydel Community School District to perform driver education services. We have had a contract with DriveTek since fiscal year 2006-07. This agreement runs from January 1, 2018 - December 31, 2019. The rate will increase \$10 to \$350 per student.
 - b. **Fall Events Officials** – Proposed list of officials to be contracted to officiate the fall sports.
 - c. **Fall Events Security** – Proposed list of events that the District will contract with off-duty Polk County deputies to provide security at our events. Each event is paid at \$40/hour for a minimum of four hours.
 - d. **Fall Events Photography** – Agreement between Monique Nuzum Photography and Saydel Community School District for photography services for the fall sports. This service is free to the District (students pay for picture packages) and the yearbook staff will be provided with photos for the yearbook.
5. Donations – **Saydel Booster Club:** \$2,808 to be used toward the purchase of HS girl’s basketball uniforms; and \$1,725 to be used for HS baseball uniforms.
6. Fundraising – Fundraising applications for upcoming events were approved by the Board for the following organizations: Saydel Endowment, Cornell PTO, Woodside PTO, Saydel Cheerleading, Athletic Booster Club, Saydel After Prom, and High School Football.

B. Personnel

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

<u>Name</u>	<u>Position/Bldg.</u>	<u>Contract/Salary</u>
Stephanie Bader	.5 Preschool Teacher/CE	\$20,302.00
Dawn Lampkin	PK Special Ed Associate/CE	\$14.38 /hr
Sheri Gillman	Library Associate/HS	\$14.38/hr
Kevin Slaughter	Special Ed Associate/HS	\$14.38/hr
Zackary Dunn	MS Boys Basketball Coach/WS	\$2,777.60
Justin Blake	PLTW Training Stipend-HS	\$600.00
Breannah Krips	PLTW Training Stipend-HS	\$600.00
Rebecca Knowler	Retention Stipend-HS	\$1,200.00
Dominic Ellis	MS Girls Basketball/WS	\$2,777.60

2. **Resignations** – Motion to approve by Melissa Sassman, seconded by Roland Kouski, Jr. Motion carried 7/0.

<u>Name</u>	<u>Position/Bldg.</u>	<u>Reason</u>
Shannon Riddlebarger	Yearbook Advisor/WS	Personal
Annie Gallaher	.5 Student Council Advisor/WS	Personal
Annie Gallaher	Lego League Coach/WS	Personal

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

<u>Name</u>	<u>Position/Bldg.</u>	<u>Reason</u>
Jeyson Ramos-Puerto	ELL Associate/District-wide	Special Ed Associate/CE
Victoria Singletary	34 hr. Spec Ed Associate/CE	28 hr. Spec Ed Associate/CE

C. Open Enrollment

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

In

Student Name	Grade	To	Reason
Aaron Beerbower	2nd	Des Moines	Continuation moved 4/1/2017
William Burr	10th	Des Moines	Continuation moved 8/21/2017
Monica Castaneda	1st	Des Moines	Continuation moved 8/25/2017
Elijah Christensen	K	Ankeny	Met deadline 17/18
Edwin Delgado	9th	Des Moines	Continuation moved 7/1/2017
Itzel Delgado	5th	Des Moines	Continuation moved 7/1/2017
Nadia Frank	6th	SE Polk	Revocation of private school
Shelby Green	12th	Ankeny	Moving 8/21/2017
Sadler Gruber	5th	Des Moines	Continuation moved 8/6/2017
Morgan Hamilton	6th	Des Moines	Sibling in district
Katelyn Kelley	10th	Des Moines	Continuation moved 8/6/2017
Macie Koockogey	2nd	Ankeny	Moved July 2017
Jareily Martinez	3rd	Des Moines	Continuation moved 8/25/2017
Alexis Riley	3rd	Des Moines	Continuation moved 4/18/2017
Justis Stephens	10th	Des Moines	Approved by Des Moines

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

Out

Student Name	Grade	To	Reason
Kannon Crees	1st	Des Moines	Continuation moved 3/1/17
Kaili Dorsey	11th	Des Moines	Continuation moved 12/2016
Aiden Frost	6th	Bondurant	Continuation moved 8/15/2017
Brookelyn Frost	3rd	Bondurant	Continuation moved 8/15/2017
Denis Mendez Rodrigez	K	Des Moines	Met deadline 17/18

3. **Denied** – None listed.

D. Contracts & Agreements

1. **Go Guardian** – Motion to approve by Melissa Sassman, seconded by Chad Vitiritto. Motion carried 7/0. The Board approved a three-year agreement costing a total of \$22,111.20. Going with a three-year contract amounts to a savings of approximately \$6,000 when compared to buying a year-to-year subscription.
2. **Solution Tree PD Contract – Vagle** – Motion to approve by Jennifer Van Houten, seconded by Henry Wood. Motion carried 7/0. The Board approved a contract with Solution Tree for the professional services of Nicole Dimich-Vagle. Dimich-Vagle presented to Saydel staff in support of our assessment initiatives at last April's district professional development day. We are asking her to come back on the district-wide professional development day October 16 to continue that work by providing topical workshops for teachers district-wide.

- E. **2017-2018 SIAC** – Motion to approve by Melissa Sassman, seconded by Jennifer Van Houten. Motion carried 7/0. Annually, the Board appoints members to the School Improvement Advisory Committee (SIAC). State law dictates the composition of this committee to be representatives of the school community and ensure no more than +1 gender equity. This Board-appointed, Superintendent-chaired committee is tasked with the following under Iowa Code:

The School Improvement Advisory Committee meets at least once per year to provide input to the Board on the following:

1. Major educational needs
2. Student learning goals
3. Long-range goals that include, but are not limited to, the state indicators that address reading, mathematics and science achievement
4. Harassment or bullying prevention goals, programs, training and other initiatives

Name	Role
Cody Boozell	Student
Roland Kouski, Jr.	Board Member
Matt Tesdell	Community Member
Doug Cline	Teacher
Kevin Schulte	Administrator
Joshua Heyer	Administrator
Brian Vaughan	Administrator
Taylor Dhabolt	Student
Grace Bear	Student
Andrew Malone	Student
Kristi Wickre	Parent
Marcy Schmidt	Parent
Shannon Larson	Teacher/Counselor
Mary Salazar	Director of Curriculum, Instruction & Assessment
Julie McKibben	Director of Student Services & Special Education

F. Updated Evaluation Handbook (STAFF) – Motion to approve by Melissa Sassman, seconded by Chad Vitiritto. Motion carried 7/0. In 2015, the evaluation process for teachers was updated to reflect TAP processes. The goal of this process was to eliminate redundancies and provide clarity around the observation and evaluation process. This was the first such comprehensive evaluation handbook. It was developed by committee and outlined such items as how TAP indicators translate into Iowa Standards, the difference between evaluation (appraisal) and observation (coaching), an updated Teacher Quality Money Application Process and resources for evaluation. As the district transitions from TIF-funded TAP initiatives to TLC-funded TAP initiatives as presented to the Board in the transition plan last year, this handbook needed updating. In addition, a process for teacher leader evaluation has been developed since this handbook was last updated.

G. Resolution Approving Authorization of Payment of June Bills – Motion to approve by Jennifer Van Houten, seconded by Doug Kayser. Motion carried 7/0. In order to assure timely filing of the certified annual report, the business office is requesting the authority to pay any remaining June claims at the end of August and prior to the next Board meeting. The District has 60 days after the end of the fiscal year (June 30) to pay any outstanding invoices for the prior fiscal year. A list of claims will be presented at the September 11, 2017, Board Meeting for review.

VII. Adjourn – Motion to adjourn by Henry Wood, seconded by Jennifer Van Houten. Motion carried 7/0. The meeting adjourned at 7:16 PM.

Brian Bowman, Board President

Beth Vitiritto, Board Secretary

The next scheduled Regular Board Meeting is September 11, 2017, at 6 PM in the Saydel District Office Board Room.