

SAYDEL COMMUNITY SCHOOL DISTRICT  
5740 NE 14<sup>th</sup> STREET  
DES MOINES, IA 50313

REGULAR BOARD MEETING MINUTES

6:00 PM

Saydel District Office Board Room

September 11, 2017

- I. Call the Meeting to Order** – Meeting called to order by Board President Brian Bowman at 6:00 PM
- A. Roll Call** – Chad Vitiritto, Roland Kouski, Jr., Henry Wood. Jennifer Van Houten, Brian Bowman, present. Melissa Sassman, Doug Kayser, absent.
- B. Approve Agenda** – Motion to approve by Jennifer Van Houten, seconded by Chad Vitiritto. Motion carried 5/0.
- 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. Board Election September 12** – Brian Bowman encouraged Saydel residents to vote in the School Board Election September 12.
- C. IASB Delegate Assembly** – Roland Kouski Jr. volunteered to represent Saydel at the IASB Convention’s Delegate Assembly on November 15.
- D.** Henry Wood said the WOI ABC 5, Saydel Game of the Week, Friday Night Blitz Community Pep Rally on September 1 was a tremendous success. He commended administrators, coaches, community members, staff and students for the great work in highlighting so many segments of Saydel’s student population.
- E.** Henry Wood said the Saydel Homecoming parade was a fantastic success, and it was great to see so much participation. He thanked Rob Strickler for coordinating the event.
- IV. Superintendent’s Report**
- Superintendent Mr. Douglas Wheeler asked the Board and the audience to join him in a moment of silent in memory of the events of September 11, 2002.
- A. District Recognitions** – Saydel is continuing to recognize businesses and individuals for their support by presenting them with certificates of appreciation. Mr. Wheeler thanked Beth Shelton, CEO of the Girl Scouts of Greater Iowa, for donating cookies for each of our staff members to kick off the school year. Mr. Wheeler also recognized Nationwide Insurance for their recent donation of school supplies.
- B. Enrollment Snapshot** – Mr. Wheeler shared an enrollment snapshot with the Board. The figures included enrollment as of 9-11-17 in PowerSchool.
- C. Needs Assessment** – Iowa Code section 280.12(2) requires a district needs assessment. Mr. Wheeler said Saydel intends to enter into an agreement with Iowa Association of School Boards (IASB) to conduct this needs assessment. IASB has a long history of support for districts in their school improvement efforts. The \$1,200 fee provides a comprehensive service.
- V. Discussion/Action Items**
- A. Consent Agenda** – Motion to approve by Chad Vitiritto, seconded by Roland Kouski, Jr. Motion carried 5/0.
1. Minutes of Previous Meeting
  2. Financial Reports
  3. Bills for Payment
  4. Contracts

- a. **Y-Camp Agreement – October 2** – Agreement between Des Moines YMCA Camp and Saydel Community School District to provide a one-day leadership camp for 15 high school students on October 2.
  - b. **Y-Camp Agreement – October 27** – Agreement between Des Moines YMCA Camp and Saydel Community School District to provide a one-day leadership camp for 35 high school students on October 27.
  - c. **Homecoming Photography** – Agreement between Monique Nuzum Photography and Saydel Community School District for photography services for the 2017 Homecoming Dance.
5. Fundraising – Fundraising events for FCA, Cornell PTO, Saydel Girls Basketball and Saydel Music Boosters

## B. Personnel

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

<u>Name</u>	<u>Position/Bldg.</u>	<u>Contract/Salary</u>
Shannon Zeutenhorst	.5 Student Council Advisor/WS	\$1,041.60
Cheryl Smith	Mock Trial Advisor/WS	\$868.00
Mike Dennis	STEM PLTW Retention Bonus	\$1,200.00
Ashley Frantz	MS Girls Basketball Coach	\$2,777.60
Brock Van Loon	MS Wrestling Coach/WS	\$2,777.60
Cole Albright	Induction Mentor	\$1,000.00
Marsha George	Induction Mentor	\$1,000.00
Stacy Lindahl	Induction Mentor	\$1,000.00
Dana Goetz	Induction Mentor	\$1,000.00
Kathy Erickson	Induction Mentor	\$1,000.00
Linda Reid	Induction Mentor	\$1,000.00
Cheryl Smith	Induction Mentor	\$1,000.00
Candie Cable	Induction Mentor x 2	\$2,000.00
Kelly Sager	Induction Mentor	\$1,000.00
Amy Austin	Induction Mentor	\$1,000.00
Eric Layden	Induction Mentor	\$1,000.00
Lindsay Dew	Club Stipend	\$500.00

2. **Resignations** – 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>
Mary Ann Allen	Special Ed Associate/WS	Personal
Cory Zorn	Special Ed Associate/HS	Personal

3. **Licensed Employee Contract / Non-Licensed Employee Hiring** – Reviewed only

### **Licensed Employee Contract Issued by the Superintendent (Policy #405.3):**

<u>Name</u>	<u>Position/Bldg.</u>	<u>Contract/Salary</u>
Charles Rosacker	Asst. Football Coach/HS	\$3,819.20

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

<u>Name</u>	<u>Position/Bldg.</u>	<u>Contract/Salary</u>
Kaylee Balaski	Special Ed Associate/CE	\$14.38/hr
Nicole Phillips	Preschool Spec. Ed Associate/CE	\$14.38/hr
Brad Kahler	Special Ed Associate/HS	\$14.38/hr
Tammy Berkenbosch	Special Ed Associate/HS	\$14.38/hr

Seth Owens

Special Ed Associate/WS

\$14.38/hr

**C. Open Enrollment**

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

**In**

<u>Student Name</u>	<u>Grade</u>	<u>To</u>	<u>Reason</u>
Chloe Diehm	2	Des Moines	Withdrawal from private school
Jeimy Interiano Colocho	3	Ankeny	Family move 7/15/2017
Kameron Kimrey	2	Des Moines	Family move 7/5/2017
Trinity Kimrey	K	Des Moines	Family move 7/5/2017
Jada Gruhn	8	Des Moines	Continuation moved 9/5/2017
Chase Moen	6	Ankeny	Continuation moved 6/3/2014
Kamron Phelan	2	Des Moines	Continuation moved 11/2016
Kendra Webb	8	Ankeny	Homeschool Dual Enroll, Activity
Nathanael Williams	7	Des Moines	Family move 8/1/2017

- Out** – Motion to approve by Roland Kouski, Jr., seconded by Chad Vitiritto. Motion carried 5/0.

**Out**

<u>Student Name</u>	<u>Grade</u>	<u>To</u>	<u>Reason</u>
Nicholas McCarl	11	Des Moines	N/A

**D. Contracts & Agreements**

- Baker Group BAS Agreement** – Motion to approve by Chad Vitiritto, seconded by Jennifer Van Houten. Motion carried 5/0. The Board approved an agreement with Baker Group to provide a preventative maintenance program for HVAC controls (sensors, temp controls, etc). This agreement will run from October 1 to June 30 and will cost \$7,380.00.
- 28E Agreement Grandwood** – Motion to approve by Jennifer Van Houten, seconded by Roland Kouski, Jr. Motion carried 5/0. The Board approved an agreement for the 2017-18 school year in which Woodward-Granger is asking districts to pay for the actual cost of the program's non-special education billable operation. This amount will be the general education portion of the cost of serving the student.
- 28E Agreement Amendment Grandwood** – Motion to approve by Chad Vitiritto, seconded by Jennifer Van Houten. Motion carried 5/0. Woodward Granger is looking to lease a building in Granger that could meet the growing needs of the program. If the consortium approves, the building would start to be built and the students would hopefully be able to attend the new building sometime in the 2018-19 school year. In order for the participating schools to share in the cost of the lease, Woodward-Granger (Grandwood) is proposing an amendment to the current agreement. The Board approved an amendment that would increase the estimated cost per student by \$650 per month. This would take effect for any student that attends during the 2018-19 school year. If the enrollment increases, this amount should go down.
- FBG Service Group - Custodial** – Motion to approve by Chad Vitiritto, seconded by Jennifer Van Houten. Motion carried 5/0. The Board approved an agreement with FBG Service Group to provide four hours of custodial services, five days a week at Cornell Elementary. This contract will run through the end of the school year. The estimated cost will be approximately \$13,000 or \$1,444 per month.

- 5. Change Order #1 – Bergstrom Construction – 2017 MS Science & Special Needs Classroom Renovation** – Motion to approve by Jennifer Van Houten, seconded by Chad Vitiritto. Motion carried 5/0. The Board approved the following change request for the 2017 MS Science & Special Needs Classroom Renovation from Bergstrom Construction.

Change Order #1:

Add	Door and time out room	\$954.00
Add	Discovered structural steel column	\$1,409.00
Deduct	Credit for under floor plumbing that was not necessary	-\$1,660.00
Add	Cabinet door rework and cork over door infill	\$822.00
Add	Projector power	\$912.00
Add	Wood cover over special needs junction boxes	\$403.00
Add	Water heater breaker and door hold open electrical work	\$650.00
	Total	\$3,490.00

- E. Letter of Understanding SEA (insurance)** – Motion to approve by Jennifer Van Houten, seconded by Chad Vitiritto. Motion carried 5/0. During negotiations it was settled that new employees (those with a start date after August 1, 2017) would receive the equivalent amount of the Blue Choice Plan. At the time of settlement, this amount was \$529.99/month. Since settlement, the amount has gone up to \$554.31/month. This causes new employees to pay approximately \$24/month out of pocket. Since the bargaining, intent was to cover this cost at no employee expense. The District, having already secured savings from this new insurance program, would like to backfill this amount at a cost of \$5,800 to the District to ensure new employees are not paying out of pocket for single insurance.
- F. Community Education**
- 1. Update** – Saydel Director of Activities & Community Education Melissa Crosse reviewed how community members will utilize the Saydel Web Store to register and pay for community education events and programs.
  - 2. Fall Offerings** – Motion to approve by Jennifer Van Houten, seconded by Chad Vitiritto. Motion carried 5/0. The Board approved a flyer promoting the community education opportunities available this fall, which include PowerSchool 101 classes for parents and the Little Eagle Cheer Clinic.
  - 3. Community Education Handbook Supplement – Instructor Pay Agreement** – Motion to approve by Roland Kouski, Jr., seconded by Jennifer Van Houten. Motion carried 5/0. The Board approved a service contract to ensure clear communication with instructors and providers of community education services regarding pay for instruction. It clearly defines accounts benefiting if the instructor chooses to make a donation to a school program in lieu of taking pay. The community education program fee is 20% or 30%, depending on program model. This agreement is in regards to the remaining percentage collected after any additional purchases related to the program from community education.

**G. 2017 High School Water Service Project Substantial Completion** – Motion to approve by Chad Vitiritto, seconded by Roland Kouski Jr. Motion carried 5/0. Synder & Associates conducted a substantial completion review of the High School Water Service Project on August 24, 2017. All pending items are considered minor correction or requests that will not affect the use of the water line. The Board approved acceptance of the improvements for substantial completion.

**VI. Adjourn** – Motion to adjourn by Jennifer Van Houten, seconded by Henry Wood. Motion carried 5/0. The meeting adjourned at 6:58 PM.

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Brian Bowman, Board President

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Beth Vitiritto, Board Secretary

The next scheduled Regular Board Meeting, Organizational Meeting, and Board Work Session is September 25, 2017, at 6 PM in the Saydel District Office Board Room.