

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

April 9, 2018

- I. Call the Meeting to Order** – Meeting called to order by Board President Brian Bowman at 6:01 PM
- A. Roll Call** – Roland Kouski, Jr., Julie Jennings, Doug Kayser, Jennifer Van Houten, Chad Vitiritto, Rob Strickler, Brian Bowman, present.
- B. Approve Agenda** – Motion to approve by Jennifer Van Houten, seconded by Roland Kouski, Jr. Motion carried 7/0.
- II. Public Comments** – None
- III. Board Reports**
- A.** Jennifer Van Houten expressed her concern regarding the possibility that the state might stop backfilling commercial and industrial tax rollbacks. She suggested the Board consider passing a resolution regarding the issue. She also encouraged the Board and residents to voice their concerns with our legislators and express how this decision would be a financial hardship for Saydel Schools.
- B.** Doug Kayser said the Vulcan Eagle Saydel High School Robotics Team attended the FIRST Robotics Statewide Regional Competition at the McLeod Center at UNI in Cedar Falls March 22-24. The students competed with their robots against teams from other states and countries. The team placed 26<sup>th</sup> out of 61 teams and won the rookie award for the highest ranked rookie team. Doug was the Robotics Team Administrator, and the coach of the team for the entire FTC and FRC season was Jill Niehaus. Roland Kouski, Jr. also attended the competition. He said it was a fantastic educational experience, and the team represented Saydel well.
- C.** Brian Bowman congratulated Superintendent Dr. Douglas Wheeler for receiving his Ph.D.
- IV. Superintendent's Report**
- A. District Recognitions** – Saydel CSD is continuing to recognize businesses and individuals for their support. Dr. Wheeler recognized Scott Hecker for his support as a Saydel parent, and thanked him for volunteering his time and talent at Woodside Middle School. Dr. Wheeler also honored Michelle Huber who has been a long-time substitute for Cornell Elementary School. Melissa Crosse, Saydel Director of Activities and Community Education, was also honored. Melissa was selected as the recipient of the Golden Eagle Award, presented by the Iowa National Guard, at the Iowa High School Athletic Director Association Convention.
- B. NHS Presentation** – Saydel High School's National Honor Society students Darian Garcia, Jacob Kuehl and Jaelynn Myers attended the meeting to report they recently held a 5K Run to raise money for the Visiting Nurse Services (VNS) of Iowa, Stork's Nest. This organization is an educational incentive program where participants earn points for healthy behaviors. These points can be redeemed at the Stork's Nest for needed baby items. The students presented a check in the amount of \$160 to Tabby Kuehl, representative of the VNS of Iowa, Storks' Nest.
- C. Saydel Little League Presentation** – Dr. Wheeler introduced Julie Jennings, treasurer of Saydel Little League. Julie reported sponsorship data, players and profit from the 2017 season. She previewed data for the 2018 season. Sponsorships to date total \$10,730, and player count is at 113. There are currently 12 Little League Board Members. Julie discussed improvements to

the Little League field, which include installing coiling counter shutters at concession stand windows, motion detecting cameras, and new bases. They've replaced concession stand doors and countertops and added aggregate to the fields. Polk County is going to install concrete sidewalks around the field. Julie also shared the Little League income statement.

- V. Administrative Report to the Board – Continuous Improvement Plan - Objective A – Student Achievement (Targets 5-8)** – Dr. Wheeler discussed Saydel's 3-Year Continuous Improvement Plan. Mary Salazar (Director of CIA) and Julie McKibben (Director of Student Services & Special Ed) outlined Targets 5-8 in Objective A (Student Achievement). Status reports were shared on the strategies and deliverables within those targets. **Target 5:** Mary shared how staff collects, analyzes and uses student performance data at the school, classroom and district levels. She discussed the district-wide common format for goal setting and analysis, and she explained how MAP, FAST, aReading and aMath are used as interim assessments. Mary also explained how the Tableau Dashboard is used to determine at-risk indicators and identification. Building principals shared their specific actions for data analysis. **Target 6:** Julie spoke about multi-tiered systems of support and how the schools have improved those systems. She talked about the additional support that Heartland AEA is providing for Cornell and Woodside regarding Tier II interventions. Julie discussed changes in legislation regarding disability suspect and talked about providing an appropriately ambitious approach to special education needs. **Target 7:** Julie noted that the Student Assistance Team is continuing to meet to discuss student social/emotional needs. Saydel's partnership with EFR is also ongoing. The district social worker position is restructuring with an empowerment-based approach to meeting family needs. Julie presented the Saydel Parent Involvement Martrix, and recapped numbers of bullying/harassment cases over the last four years. **Target 8:** Regarding special programming, Julie said there will be continued implementation of the Dashboard system and AEA progress monitoring for Level III Special Education. Next steps for Targets 5-8 include expanding the identification of ELP beyond elementary and restructuring the ELP program. Saydel will also be looking at the adoption of math curriculum for Level I Special Education, as well as restructuring special education models in the three schools.

**VI. Discussion/Action Items**

- A. Consent Agenda** – Motion to approve by Chad Vitiritto, seconded by Rob Strickler. Motion carried 7/0.
1. Minutes of Previous Meeting
  2. Financial Reports
  3. Bills for Payment
  4. Contracts –
    - a). Schoology** – Three year agreement to utilize Schoology, which is a learning management system that allows grades 5-12 to create, manage, and share academic content online through Schoology's cloud hosted learning management system. Cost is \$19,688.
    - b). State of Iowa 403(b)** – Agreement to provide the plan administration for the District 403(b) plan at a cost of \$400.
    - c). Timberline Billing Service** – Agreement of service between Saydel CSD and Timberline Billing Services, LLC. Timberline processes Saydel's claims for Medicaid reimbursements for 8% of the net Medicaid reimbursement retained by the district.
    - d). DJ Contract** – Contract between Andy Powell of Select Entertainment and Saydel for DJ services on May 11, 2018, in the amount of \$250 for a Woodside student council dance.
    - e). Duff & Phelps – Fixed Asset Inventory** – Agreement between Duff & Phelps, LLC. and Saydel CSD for performing the annual inventory. The company will provide the district with an updated fixed asset accounting record for internal accounting control and financial reporting as of June 30, 2018. The service fee is \$5,600.

**f). Spring Activities Officials** – Proposed list of officials to be contracted to officiate the spring track events.

**g). Security – Prom and Graduation** – The district will contract with off-duty Polk County deputies to provide security at the 2018 prom and graduation. Each event is paid at \$40/hour for a minimum of four hours.

**h). Camp Dodge Civilian Lease – Middle School Field Trip** – Facility rental of \$75 for sixth grade leadership field trip on May 21, 2018

**i). Andy Tye – Marching Band Show** – Agreement between Andy Tye and Saydel CSD for writing the drill for the 2018 Saydel marching band show. Service fee is \$3,000.

5. Fundraising application was approved for Advertising Sales for Wrestling Car Show to be held April 28, 2018. (Rain date May 5, 2018.)

6. Donations – Donation of \$1,904.40 was approved from the Saydel Athletic Boosters for the purchase of new tennis uniforms. Donation of work to install sidewalks around the Little League fields was approved. (Estimated cost not to exceed \$50,000.) Donation of \$2,000 from Cornell PTO was approved to purchase a Cover One Machine for the library.

## B. Personnel

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

<u>Name</u>	<u>Position/Bldg.</u>	<u>Contract/Salary</u>
Danielle Ellis	Special Ed Associate/WS	\$14.38/hr
Abigail Waddell	MS Asst. Softball Coach	\$2,777.60
Steven Fisher	5-12 Computer Science Teacher	TBD

2. **Resignations** – Motion to approve by Jennifer Van Houten, seconded by Rob Strickler. Motion carried 7/0.

<u>Name</u>	<u>Position/Bldg.</u>	<u>Reason</u>
Eliana Johnson	English Language Arts Teacher/HS	Personal
Kaylee Balaski	Special Ed Associate/WS	Personal
Aaron Vance	MS 8th Gr. Volleyball Coach	Personal
Stephen Glenn	Head Girls' Basketball Coach/HS	Personal
Brian Baker	Head Boys' Basketball Coach/HS	Personal
Sara Williams	5-8 Reading Interventionist/WS	Personal

3. **Transfers** – Reviewed Only

<u>Name</u>	<u>Position/Bldg. (to)</u>	<u>Position/Bldg. (from)</u>
Mark Walker	5-8 PE Teacher/WS	Special Ed Teacher/WS

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

<u>Name</u>	<u>Position/Bldg.</u>	<u>Contract/Salary</u>
Thomas (TJ) Ballard	Special Ed Associate/WS	\$14.38/hr

## C. Open Enrollment

1. **In** – Motion to approve by Jennifer Van Houten, seconded by Rob Strickler. Motion carried 7/0.

<b>Student Name</b>	<b>Grade</b>	<b>From</b>	<b>Reason</b>
Lyric Torres	6	Ankeny	Met deadline - 2018/19

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

<b>Student Name</b>	<b>Grade</b>	<b>To</b>	<b>Reason</b>
Aiden Bean	7	Southeast Polk	Continuation - Move 3/24/18
Soloman Goodrich	K	Ankeny	Met deadline - 2018/19

3. **Denied** – None
4. **In/Out Continuation** – None

#### D. Contracts & Agreements

##### 1. 2018 Cornell Parking Lot Replacement

**a). Hearing** – At 7:24 PM, Board President Brian Bowman announced it was the time and place for the public hearing on plans, specifications, form of contract and estimate of total cost of construction for the 2018 Cornell Parking Lot Replacement Project, pursuant to the provisions of the *Code of Iowa*. He inquired whether there were any residents who would like to speak to the topic or if any written comments were received prior to the meeting. Hearing none, at 7:25 PM, President Bowman declared the time for receiving objections to, or arguments in favor of any part of the project closed.

**b). Recommendation** – Motion to approve by Chad Vitiritto, seconded by Roland Kouski, Jr. Motion carried 7/0.

The Board approved the following resolution as recommended:

“RESOLUTION MAKING AWARD OF CONSTRUCTION CONTRACT”

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE SAYDEL COMMUNITY SCHOOL DISTRICT, IOWA:

Section 1. That the following bids for the construction and installation of certain public improvements described in general as the 2018 Cornell Parking Lot Replacement Project, described in the plans and specifications heretofore adopted by this Board, be and is hereby accepted, the same being the lowest responsive, responsible bid received for such work, as follows:

Contractor	Base Bid	Alternate #1	Total
JAS Construction	\$167,195.23	\$2,826.25	\$170,021.48
Jensen Builders	\$176,561.00	\$2,201.50	\$178,762.50
Howrey Construction	\$186,569.35	\$6,693.75	\$193,263.10
Concrete Technologies	\$193,067.50	\$4,908.75	\$197,976.25
Concrete Connection	\$199,893.00	\$4,165.00	\$204,058.00

TK Concrete	\$215,385.00	\$5,950.00	\$221,335.00
Kingston Services	\$215,394.00	\$5,950.00	\$221,344.00
Absolute Concrete	\$217,703.50	\$5,950.00	\$223,653.50
Caliber Concrete	\$222,732.48	\$4,165.00	\$226,897.48
Nehring Construction	\$225,657.00	\$3,272.50	\$228,929.50
Hill Contracting	\$246,695.00	\$11,900.00	\$258,595.00
Shekar Engineering	\$249,672.00	\$4,760.00	\$254,432.00
The Concrete Company	\$325,741.50	\$7,735.00	\$333,476.50

Alternate #1 is a raised crosswalk. The Superintendent supports the acceptance of the lowest responsive, responsible base bid and alternate #1 from JAS Construction. Total project cost is \$170,021.48 and will be funded with sales tax funds.

2. **HS Polished Concrete Project – Skold Construction** – Motion to approve by Rob Strickler, seconded by Chad Vitiritto. Motion carried 7/0. This contract secures services to replace current VCT tile at the High School with polished concrete. The impacted areas are in the academic wing bordering industrial tech and art classrooms and the hallway in front of the cafeteria. The cost of the proposed phase is \$25,650.
3. **Little League Lease Agreement** – Motion to approve by Jennifer Van Houten, seconded by Rob Strickler. Motion carried 7/0. The Board approved the following resolution for the lease of real estate to Saydel Little League Baseball:

Section 1: The proposal to lease property to Saydel Little League Baseball shall be accepted and the real estate described as follows shall be leased by the Saydel Community School District to Saydel Little League Baseball pursuant to the terms of the Agreement.

Section 2: The President, Superintendent, and officers of the District are authorized to take all actions necessary to complete the lease of said real estate, including but not limited to the execution of the Lease Agreement.

Section 3: The site to be leased by the District is as described as follows:

That section of the Woodside Middle School athletic area south and west of the Woodside school building.

- E. **Resolution – Budget Guarantee** – Motion to approve by Roland Kouski, Jr., seconded by Julie Jennings. Roll call vote was: Roland Kouski, Jr., yes – Julie Jennings, yes – Doug Kayser, yes – Jennifer Van Houten, yes – Chad Vitiritto, yes – Rob Strickler, yes, – Brian Bowman, yes.

The Board approved the adoption of the following budget guarantee resolution:

RESOLVED, that the Board of Directors of the Saydel Community School District, will levy property tax for fiscal year 2018-19 for the regular program budget adjustment as allowed under section 257.14, Code of Iowa.

- F. Resolution Authorizing the Redemption of General Obligation School Bonds, Series 2013. Dated June 17, 2013, and Levying a Tax for Fiscal Year 2018-19 for the Redemption of General Obligation School Bonds, Series 2013, dated June 17, 2013 –** Motion to approve by Julie Jennings, seconded by Jennifer Van Houten. Roll call vote was: Roland Kouski, Jr, yes – Julie Jennings, yes – Doug Kayser, yes – Jennifer Van Houten, yes – Chad Vitiritto, yes – Rob Strickler, yes, – Brian Bowman, yes.

The Board approved the following resolution authorizing the redemption of \$375,000 of General Obligation Bonds and levying the appropriate tax in 2018-19 to make that payment on June 1, 2019.

District Administration recommended approval to levy the appropriate tax in 2018-19 to make the additional debt payment. The additional debt service tax amount is \$0.4373 per \$1,000 of taxable valuation, and is already calculated as part of the total proposed tax rate of \$12.99256. It is estimated that the interest savings of this pre levy will be \$137,100.

**RESOLUTION AUTHORIZING THE REDEMPTION OF GENERAL OBLIGATION SCHOOL BONDS, SERIES 2013, DATED JUNE 17, 2013, AND LEVYING A TAX FOR FISCAL YEAR 2018-19 FOR THE REDEMPTION OF GENERAL OBLIGATION SCHOOL BONDS, SERIES 2013, DATED JUNE 17, 2013**

WHEREAS, the Saydel Community School District issued \$7,980,000 General Obligation School Bonds, Series 2013, dated June 17, 2013 (the "2013 Bonds"), of which \$6,580,000 are outstanding, of which \$495,000 were called for redemption on June 1, 2019 pursuant to a resolution adopted April 13, 2015, of which \$250,000 were called for redemption on June 1, 2019 pursuant to a resolution adopted April 11, 2016; of which \$160,000 were called for redemption on June 1, 2019 pursuant to a resolution adopted April 10, 2017; and of which \$375,000 are now being called for redemption on June 1, 2019 pursuant to this Resolution (the "Redeemed Bonds"), which are described in Schedule A attached hereto; and

WHEREAS, at this time, it is in the best interest of the School District to levy a tax for the Fiscal Year ending June 30, 2019 which is sufficient to call and redeem the Redeemed Bonds on June 1, 2019; and

WHEREAS, the 2013 Bonds which mature after June 1, 2019, may be called in whole or in part on any date beginning on or after June 1, 2019, from any funds regardless of source, in any order of maturity and within annual maturity by lot by giving thirty days written notice of redemption to the registered owner of the Bonds, the terms of redemption to be par plus accrued interest to the date of call, such notice to be deemed completed upon transmission to the owner of record of the Bond at the address shown on the books of the Registrar; and

WHEREAS, selection by lot will be necessary to select bonds to be called among the bonds which mature June 1, 2031; and

WHEREAS, it is in the best interest of the School District to call and redeem the Redeemed Bonds.

NOW, THEREFORE, be it resolved:

Section 1. That the Redeemed Bonds are hereby redeemed as of June 1, 2019.

Section 2. Bankers Trust Company, Des Moines, Iowa, in its capacity as Registrar, Paying Agent and Transfer Agent, is hereby authorized and directed to cause notice of such redemption to be given not less than thirty (30) days prior to the date of redemption by written notice to the registered owner of the Bonds in substantially the form set forth in Schedule B attached to this Resolution. Piper Jaffray Inc., as Dissemination Agent for the District, is hereby authorized and directed to provide electronic notice of such redemption to the Municipal Securities Rulemaking Board at <http://emma.msrb.org/>. On or before

June 1, 2019, the Treasurer shall deposit with the Paying Agent, \$375,000 to call and redeem the Bonds described in Schedule A attached to this Resolution, such call and redemption to be effective June 1, 2019, pursuant to the terms of the 2013 Bonds. All liability for interest on the Redeemed Bonds shall cease, terminate and be completely discharged as of June 1, 2019 as provided in Section 6(b) of the Resolution Authorizing the Issuance of the 2013 Bonds. Any remaining balance on June 1, 2019 shall be deposited in the School Bond Fund 2013.

Section 3. There is levied upon all the taxable property of the School District for the fiscal year ending June 30, 2019, \$375,000 which when collected shall be deposited with the Paying Agent. The Paying Agent is authorized and directed to call and redeem the Redeemed Bonds on June 1, 2019.

#### **G. FY 2019 Budget**

1. **Hearing** – At 7:35 PM, Board President Brian Bowman announced it was the time and place for the public hearing and meeting on the proposed 2018-19 school budget, and that the proposed budget has been published pursuant to the provisions of the *Code of Iowa*. He inquired whether there were any residents or taxpayers who would like to speak to the proposed budget or if any written comments were received prior to the meeting. Hearing none, at 7:36 PM, President Bowman declared the time for receiving objections to, or arguments in favor of any part of the proposed budget closed.
2. **Recommendation** – Motion to approve by Rob Strickler, seconded by Jennifer Van Houten. Motion carried 7/0. The Board reviewed the published version of the proposed budget. The published rate is at \$12.99256 per \$1,000 of assessed valuation and incorporates all budget adjustments discussed at the February 26 Board Work Session. Once all legislative changes have been made to the Aid and Levy, the ending tax rate will be adjusted downwards to \$12.89 per \$1,000.

**H. Approval for 2017-18 Budget Amendment Hearing** – Motion to approve by Jennifer Van Houten, seconded by Chad Vitiritto. Roll call vote was: Roland Kouski, Jr, yes – Julie Jennings, yes – Doug Kayser, yes – Jennifer Van Houten, yes – Chad Vitiritto, yes – Rob Strickler, yes, – Brian Bowman, yes. At the February 27 Board Work Session, a discussion was had regarding the amendment of the 2017-18 budget. The Board reviewed a proposed notice of a public hearing that needs to be published prior to holding a public hearing. The District needs to increase its Instructional budget by \$205,607 due to the increase in the number of students open enrolled out and to increase our total other expenditures budget by \$665,326 due to the estimated amount of construction that is going to occur prior to June 30. This amendment will not change the current 2017-18 tax rate and needs to be held prior to May 31, 2018. The Board approved establishing the time and date of May 14, 2018, at 6:00 PM for a budget amendment hearing and to direct the publication of the notice of public hearing.

- I. PPME Agreement** – Motion to approve by Jennifer Van Houten, seconded by Chad Vitiritto. Motion carried 7/0. The Board approved an agreement between Saydel Schools and the PPME union, which represents our custodial, kitchen and associate staff. This contract has been ratified by PPME. Highlights include:
1. Removal of topics now illegal under new collective bargaining laws
  2. Removal or revision of language now permissive under new collective bargaining laws
  3. 3-year contract
  4. Letter of intent (outside of the contract) related to the employee relations committee.
  5. Settlement by year:
    - a. 2018-19: 1.667% increase on base wages or \$.25 per hour.
    - b. 2019-20: 1.968% increase on base wages or \$.30 per hour.

c. 2020-21: 1.93% increase on base wages or \$.30 per hour. If Supplemental State Aid (SSA) is 2.5% or over, then 2.251% increase on base wages or \$.35 per hour.

**J. School Calendar Modification** – Motion to approve by Julie Jennings, seconded by Chad Vitiritto. Motion carried 7/0. The Board voted to retain the last day of school for this year as May 25 and not to make up the two days cancelled due to weather. The last day of school for students will be a regular day with no early dismissal on May 25, 2018.

**K. School Hours vs. Days** – Motion to approve by Rob Strickler, seconded by Chad Vitiritto. Motion carried 7/0. State law requires Boards to annually approve the method of determining how the district will meet school attendance criteria (hours or days). The Board approved hours to be used to determine state attendance requirements.

**VII. Adjourn** – Motion to adjourn by Jennifer Van Houten, seconded by Rob Strickler. Motion carried 7/0. The meeting adjourned at 7:48 PM.

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Brian Bowman, Board President

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Beth Vitiritto, Board Secretary

The next scheduled Regular Board Meeting is April 23, 2018, at 4:30 PM in the Saydel District Office Board Room.