

**DES MOINES PUBLIC SCHOOLS  
REGULAR SCHOOL BOARD MEETING  
AND WORK SESSION  
MULTIPURPOSE ROOM  
1800 GRAND  
MINUTES  
FEBRUARY 18, 2014**

**PUBLIC FORUM — 5:45 P.M. – 5:58 P.M.**

1. Chair Elsbernd called the public forum to order on Tuesday, February 18, 2014, in the multipurpose room at 1800 Grand Avenue.
2. Present: Barron, Boesen, Caldwell-Johnson, Elsbernd, Howard, Sweeney  
Late: Cheatom  
Speakers: Andrew Rasmussen, 313 SE Sharon, Ankeny  
Quang Nguyen, 837 E. Bell Ave., Des Moines  
Ana Angel, 29410 340<sup>th</sup> Tr., Adel  
Margaret Stuart, 17 32<sup>nd</sup> Place, Des Moines  
Greg Harris, DMEA, 206 Center Street, Des Moines

**REGULAR MEETING — 6:01 P.M.**

3. Chair Elsbernd called the February 18, 2014, meeting of the Des Moines Public Schools Board of Directors to order.
4. Present: Barron, Boesen, Caldwell-Johnson, Cheatom, Elsbernd, Howard, Sweeney

**APPROVAL OF AGENDA — 6:01 P.M.**

5. Mr. Howard moved approval of the agenda with Item 24 moved to the next meeting; seconded by Ms. Boesen.

Ms. Caldwell-Johnson moved to amend the motion to approve the agenda by moving items #15, 16 & 18 from Consent for separate discussion and moving Item 24 to the next meeting, seconded by Mr. Howard.

The chair called for a vote on the amended motion.

Aye: Barron, Boesen, Caldwell-Johnson, Cheatom, Elsbernd, Howard, Sweeney

Nay: None

Motion as amended passed 7-0.

**APPROVAL OF MINUTES — 6:03 P.M.**

6. Ms. Boesen moved approval of the minutes for February 5, 2014; seconded by Mr. Barron.

Aye: Barron, Boesen, Caldwell-Johnson, Cheatom, Elsbernd, Howard

Nay: None

Abstain: Sweeney

Motion passed 6-0-1.

## District Recognitions

Superintendent Ahart recognized Larry Beall as the recipient of the U.S. Green Building Council Trailblazing Teacher Award. In 2012, Central Campus was recognized as the only Iowa school included among the first cohort of green-ribbon schools selected by the U.S. Department of Education and the Environmental Protection Agency. Last year, DMPS was named a green-ribbon district. Educating and training the next generation of conservators is a key element in the overall greening of the school district. Larry Beall's efforts have been instrumental in DMPS achieving these distinctions. He established the Iowa Energy and Sustainability Academy at Central Campus and has been recognized individually as one of only ten trailblazing teachers nationwide for 2013.

## CONSENT ITEMS — 6:02 P.M.

7. Architect Payments .....	1
8. Construction Payments .....	2
9. Award of Bid B6904 Trailer-Mounted Brush Chipper .....	4
10. Award of Bid B6914 New School Buses for Transportation .....	5
11. Final Acceptance of Contract—Findley Addition and Renovation .....	6
12. Award of Quote No. Q6922—Central Campus, 4 <sup>th</sup> Floor Demolition.....	7
13. Approval of High-Volume Technology Purchases Increases for FY 2013-2014.....	9
14. Contract for Approval—Microsoft School Agreement.....	10
15. <i>*Authorization for Funding to Relocate the Aviation Program .....</i>	<i>11</i>
16. <i>*Amendment to Airport Lease Agreement.....</i>	<i>13</i>
17. Math Instructional Materials Upgrade for Grades K-5 .....	14
18. <i>*Iowa Assessment Testing for Grades 3-11 REVISED .....</i>	<i>15</i>
19. Personnel Recommendations .....	16
20. List of Bills for Approval .....	17

## Minutes

Ms. Boesen moved that the board approve the consent items including the payment of bills previously authorized and certified by the secretary in the amount of \$1,960,667.38 and unpaid bills in the amount of \$1,511,351.31; seconded by Mr. Howard.

Aye: Barron, Boesen, Caldwell-Johnson, Cheatom, Elsbernd, Howard, Sweeney

Nay: None

Motion passed 7-0.

*\*Items 15, 16 and 18 were pulled from Consent for separate discussion and action as recorded on their respective pages.*

## Public Hearings — 6:36 P.M.

21. Transfer of Property Located at 1414 Fremont Street near East High School Stadium .....	18
22. HVAC Upgrades at North High School .....	19

**Other — 6:38 P.M.**

23. Series 500 Policies.....	20
<del>24. Wellness Policy Revisions/Alliance for a Healthier Generation</del> <b>POSTPONED TO</b> <b>MARCH 11, 2014</b> .....	22
25. Communications Presentation .....	23
26. English Language Learners Program.....	24
27. Request for Naming a Multipurpose Room at the Jesse Taylor Education Center Casady Building .....	25
28. Monitoring Report for Management Limitation 2.3—Financial Condition and Activities for the Quarter Ending December 31, 2013 .....	26
29. Budget Development Update .....	28

**ITEMS OF PRIVILEGE — 6:17 P.M.**

30. Chair’s Report

Ms. Elsbernd had no report.

31. Superintendent’s Report

Mr. Ahart reported the state wrestling tournament begins on Wednesday with five DMPS wrestlers representing our four teams—two from East, one from Hoover-North, one from Lincoln and one from Roosevelt. Best of luck to those young men.

Work on the elementary boundaries continues. Four community meetings were held last week. Based on the feedback from those meetings and interactive web site input, the committee is making adjustments to the plan. A revised plan will be presented to the community for additional feedback before it’s brought to the board; hopefully, at the first meeting in May.

Another winter storm is predicted and we continue to evaluate the conditions and student and staff safety. Much feedback is always received. A message was sent to staff regarding the decision-making process and the unique challenges faced by the district. Another message will be pushed out to the families if another weather event occurs.

Connie Boesen mentioned the DMPS Foundation’s event on March 8 at the Historical Building which will highlight performances by former students who will be “Coming Home” to perform and the band Faculty Lounge. Proceeds will be used to buy instruments and music lessons for kids in the district.

**ADJOURN — 9:20 P.M.**

**WORK SESSION — 9:25-10:00 P.M.**

The board convened a work session at 9:25 p.m. in the multi-purpose room at 1800 Grand Avenue.

Present: Barron, Boesen, Caldwell-Johnson, Cheatom, Elsbernd, Howard, Sweeney

Also present: Administrators Tom Ahart, Thomas Harper, and Gregg Cuellar.

Discussion was held on the board's draft operating agreement, self-monitoring and implementation. Minor adjustments will be made per discussion.

The policy governance document review is needed for wording updates and relevance in order to better align monitoring reports to the Management Limitations, then apply to strategic planning and expectations. Notes prepared by the teams are to be given to the chair and/or changes made to a word document using track changes.

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Item No. 7

Page 1 of 1

**Subject: ARCHITECT PAYMENTS****For: ACTION****Presentation: None****Contact: Bill Good****Attachment: None**

(harold.good@dmschools.org/242-8321)

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**Issue:** Payment of architect/engineer invoices.**Superintendent's Recommendation:** The superintendent recommends that the following architect/engineer payments be authorized.

<u>Architect/Engineer/Project</u>	<u>Percent Paid</u>	<u>Estimated Fee</u>	<u>Previous Payments</u>	<u>Current Payment</u>
<b><u>Wells + associates</u></b>				
Casady Education Center Architect App. 11 (SWP)	81%	\$390,380.00	\$306,355.99	\$9,296.40
<b><u>OPN Architects</u></b>				
Merrill Middle School Architect App. 9 (SWP)	71%	\$94,040.00	\$65,547.20	\$1,427.45
<b><u>The Design Group</u></b>				
Hoyt Middle School FINAL (SWP)	100%	\$375,000.00	\$356,250.00	\$18,750.00
<b><u>Alvine Engineering</u></b>				
North High School HVAC Architect App. 3 (SWP)	39%	\$87,500.00	\$28,860.00	\$5,616.00
Lincoln RAILS Architect App.5 (SWP)	71%	\$273,200.00	\$185,776.00	\$7,376.40
<b><u>RDG Planning and Design</u></b>				
Central Campus Phase 3 Architect App. 21 (SWP)	96%	\$312,741.00	\$297,886.80	\$781.80
Central Campus Phase 4 Architect App. 03 (SWP)	26%	\$463,175.00	\$86,845.31	\$35,896.06
<b>TOTAL</b>				<b>\$79,144.11</b>

**Presenters:** None**Background:** None**Contact:** Bill Good

Item No. 8

Page 1 of 2

**Subject: CONSTRUCTION PAYMENTS****For: ACTION****Presentation: None****Contact: Bill Good****Attachment: None**

(harold.good@dmschools.org; 242-8321)

**Issue:** Payment of contractor invoices.**Superintendent's Recommendation:** The superintendent recommends that the following contractor and supplier payments be authorized.

<u>Contractor</u>	<u>Percent Paid</u>	<u>Estimated Fee</u>	<u>Previous Payments</u>	<u>Current Payment Due</u>
<b><u>REEP Inc.</u></b>				
Harding Windows	38%	\$731,230.00	\$15,629.40	\$261,990.98
GC App. 2				
Sealed Bid No. B6789				
<b><u>Dean Snyder</u></b>				
Lincoln RAILS	7%	\$6,730,584.00	\$276,421.50	\$221,811.70
Renovation (SWP)				
GC App. 2				
Sealed Bid No. B6808				
<b><u>Two Rivers Group</u></b>				
Prospect Facility	95%	\$2,523,354.58	\$2,393,081.90	\$4,104.95
App. 9 (SWP)				
Sealed Bid No. B6706				
<b><u>Koester Construction</u></b>				
Hoover Doors / Entry	46%	\$155,841.00	\$57,333.45	\$15,010.00
GC App. 2 (SWP)				
Sealed Bid No. B6796				
<b><u>Rochon Corp.</u></b>				
Casady Educ. Center	28%	\$7,679,152.00	\$1,874,026.21	\$254,962.90
GC App. 4				
Sealed Bid No. B6776				
<b><u>Pro Commercial LLC</u></b>				
Park Avenue	95%	\$1,989,602.00	\$1,889,983.20	\$138.70
Renovation (SWP)				
GC App. 9				
Sealed Bid No. B6693				

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Item No. 8

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**Edge Commercial**

Pleasant Hill School Addition (SWP) RETAINAGE RELEASE Sealed Bid No. B6640	100%	\$4,130,518.00	\$3,923,992.10	\$206,525.90
Print Shop GC App. 4 Sealed Bid No. B6787	83%	\$513,732.00	\$302,244.40	\$122,885.35
Kurtz Elevator Addition (SWP) RETAINAGE RELEASE Sealed Bid No. B6688	100%	\$251,981.00	\$239,381.95	\$12,599.05

**Seneca Corp.**

Pleasant Hill Elem. Asbestos Abatement App. 3 (SWP) Sealed Bid No. B6665	95%	\$92,275.00	\$86,711.25	\$950.00
Pleasant Hill Elem. Asbestos Abatement RETAINAGE RELEASE (SWP) Sealed Bid No. B6665	100%	\$92,275.00	\$87,661.25	\$4,613.75

**TOTAL                    \$1,105,593.28**

**Presenters:** None**Background:** None**Contact:** Bill Good

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Item No. 9

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**Subject:** AWARD OF BID B6904 TRAILER-MOUNTED BRUSH CHIPPER**For:** ACTION**Presentation:** None**Contact:** Jamie Wilkerson**Attachment:** None[james.wilkerson@dmschools.org](mailto:james.wilkerson@dmschools.org); 242-7700)

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**Issue:** Facility Services uses a trailer-mounted brush chipper to maintain district properties. The district's current brush chipper is a 1990 model that is no longer capable of efficiently performing the work required.

**Superintendent's Recommendation:** The superintendent recommends the board approve the purchase of a new brush chipper from Vermeer per bid B6904.

**Background:** The Purchasing Department received bids to replace the existing brush chipper with a new unit.

Facility Services is requesting board approval to purchase a Vermeer BC1000XL brush chipper and trade in the existing chipper as part of the purchase. Delivered cost of the new Vermeer chipper is \$31,746. Vermeer will deduct \$4,750 for the 1990 trade-in, resulting in a net cost to the district of \$26,996.

Vermeer	Pella, IA	1 Item	\$26,996.00
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Bids were examined by the Purchasing and Facility Services departments. A complete tabulation of the bid is available at:

<http://www.dmschools.org/departments/operations/purchasing-central-stores/purchasing/open-proposals/>

**Funding Source:** Facility Services Equipment Budget

**Contact:** Jamie Wilkerson

[james.wilkerson@dmschools.org](mailto:james.wilkerson@dmschools.org), 242-7700)



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**Item No. 10****Page 1 of 1****Subject: AWARD OF BID B6914 NEW SCHOOL BUSES FOR TRANSPORTATION****For: ACTION****Presentation: None****Contact: Todd Liston****Attachment: None**(todd.liston@dmschools.org/242-7887)

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**Issue:** The purchase of new yellow school buses for student transportation.**Superintendent's Recommendation:** The superintendent recommends the board award the contract to provide nine (9) new school buses to low bidder Thomas Bus Sales of Iowa, Des Moines, Iowa.**Presenters:** None**Background:** In support of the Transportation Department's fleet replacement program, bids for 83-passenger buses, wheelchair-lift-equipped buses, and 65-passenger buses were solicited. Bids were received from three vendors with the lowest bid coming from Thomas Bus Sales of Iowa.

Four (4) 65-Passenger Conventional Buses, \$81,661 each:	\$326,644
Three (3) Wheelchair-Lift Conventional Buses, \$87,600 each:	\$262,800
Two (2) 83-Passenger, Transit-Style Buses, \$97,041 each:	<u>\$194,082</u>
Total:	\$783,526

A complete tabulation of the bid is available online at: <http://www.dmschools.org/wp-content/uploads/2011/10/B6912-New-Buses.pdf>

**Funding Source:** Physical Plant & Equipment Levy (PPEL), FY 15

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**Item No. 11****Page 1 of 1****Subject: FINAL ACCEPTANCE OF CONTRACT—FINDLEY ADDITION AND RENOVATION****For: ACTION****Presentation: None****Contact: Bill Good**  
(harold.good@dmschools.org/242-8321)**Attachment: None**

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**Superintendent's Recommendation:** The superintendent recommends the board give final acceptance to the project listed below and approve final payment to the contractor listed, subject to the conditions and in accordance with the provisions of Chapters 26 and 573 of the Code of Iowa.

SCHOOL: Findley Elementary School

PROJECT: Addition and Renovation - Bid No. B6613

CONTRACTOR: Lang Construction Group, Inc.

CONTRACTED AMOUNT: \$4,717,618.00

CONTRACT BALANCE: \$235,691.01

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**Item No. 12**
**Page 1 of 2**
**Subject: AWARD OF QUOTE NO. Q6922 – CENTRAL CAMPUS, 4<sup>TH</sup> FLOOR  
DEMOLITION**
**For: ACTION****Presentation: None****Contact: Bill Good****Attachment: None**

(harold.good@dmschools.org/242-8321)

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**Issue:** Award of contract for the 4<sup>th</sup> floor demolition package for Central Campus.

**Superintendent's Recommendation:** The superintendent recommends a contract for the Base Bid and Alternate No. 1 be awarded to the lowest responsive/responsible bidder DeCarlo Demolition Company in the amount of \$40,699.00.

**Presenters:** None, Bill Good will be present to answer any questions.

**Background:** This project will prepare portions of the 4<sup>th</sup> floor for future improvements. The future improvements will include spaces for Scavo and Future Pathways.

- **Base Bid:** The work includes the demolition of approximately half of 4<sup>th</sup> floor.
- **Alternate 1:** The work includes the demolition of the current print shop area.

The district received bids on February 11, 2014. The results are as follows:

<b>Bidder</b>	<b>Base Bid</b>	<b>Alternate 1</b>
Mid Iowa Environmental Des Moines, IA	\$126,600	\$32,600
ICM Insulation Des Moines, IA	\$130,250	\$38,400
Robinson Bros. Environ. Waunakee, WI	\$122,640	\$27,226
De Carlo Demolition Des Moines , IA	\$34,482	\$6,217
Dean Snyder Construction Ankeny, IA	\$94,000	\$12,600
Environmental Edge Ottumwa, IA	\$48,500	\$13,500

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Bergstrom Construction Des Moines , IA	\$116,000	\$20,000
Munro Construction Johnston, IA	\$98,900	\$12,900
Midwest Demolition Lincoln, NE	\$34,700	\$8,500
Edge Commercial Grimes, IA	\$100,600	\$19,530

**Funding Source:** Statewide Penny (Students First Program)

**Contact:** Bill Good

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**Item No. 13****Page 1 of 1****Subject: APPROVAL OF HIGH-VOLUME TECHNOLOGY PURCHASES  
INCREASES FOR FY2013-2014****For: ACTION****Presentation: None****Contact: Dan Warren****Attachment: None**(danny.warren@dmschools.org/242-8192)

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**Issue:** In order to expedite installation and payment for various equipment items, supplies and services for purchases done in high volume, approval is being sought at this time for the Technology Department to issue purchase orders in FY13-14, sometimes exceeding \$25,000.

**Superintendent's Recommendation:** The superintendent recommends the board approve these services, equipment and supplies as shown below, as needed.

**Background:** Pricing associated with the purchases will be based on bidding practices consistent with board policy. Funding for these purchase is provided in the board adopted FY14 budget. We are asking that the following vendors be increased for FY14.

**A. Equipment (bought in high quantity)**

Apple Computer

\$200,000 increase to  
\$400,000**B. Services**

Vital/One Neck

\$200,000 increase to  
\$350,000

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**Item No. 14****Page 1 of 1****Subject: CONTRACT FOR APPROVAL—MICROSOFT SCHOOL AGREEMENT****For: ACTION****Presentation: None****Contact: Dan Warren****Attachment: None**(danny.warren@dmschools.org/242-8192)

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**Issue:** Approval of Microsoft School Agreement.

**Superintendent's Recommendation:** The superintendent recommends the board approve the contract for the base bid and alternates 1, 2, 3, 4, 5, and 6 with the lowest responsive/responsible bidder EnPointe Tech, Gardena, CA, in the amount of \$248,769.31 annually.

**Presenters:** None. Bill Good will be present to answer any questions.

**Background:** The Microsoft School Agreement is a subscription licensing program for K-12 schools and districts. DMPS will be licensed for all software upgrades and downloads during the license period for all faculty, staff and students. Bid tabulations can be found at: <http://www.dmschools.org/wp-content/uploads/2011/10/B6927-MicroSoft-Products-Agreement2.pdf>

**Funding Period:** Three-year contact beginning March 1, 2014

**Funding Source:** \$100,000 from Microsoft Settlement account  
\$148,769.31 from Tech Services account

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**Item No.** 15 (removed from Consent and acted upon separately) **Page 1 of 2**

**Subject:** AUTHORIZATION FOR FUNDING TO RELOCATE THE AVIATION PROGRAM

**For:** ACTION

**Presentation:** None

**Contact:** Bill Good

(harold.good@dmschools.org/242-8321)

**Attachment:** None

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**Issue:** Authorization for funding to relocate the Aviation Program from the Des Moines Airport to the McCombs campus.

**Superintendent's Recommendation:** The superintendent recommends that the board approve up to \$2,500,000 from the cash reserves of the Statewide Penny Funds to relocate the Aviation Program to the McCombs campus site.

**Presenters:** None, Bill Good will be present to answer any questions.

**Background:** The Aviation Program lost its facility lease at the Des Moines Airport and will move to a smaller facility at the airport for the 2014-2015 school year. This space is too small to fully accommodate the program needs. The district proposes to construct a new facility on the McCombs campus to house the Aviation Program.

**Funding Source:** Statewide Penny (Students First Program)

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## Minutes

Speakers: John McCaw, 4210 SW 26<sup>th</sup> Street, Des Moines  
Jim Patch, 2803 Stanton, Des Moines

Mr. Howard made a motion to discuss and authorize funding to relocate the Aviation Program; seconded by Ms. Boesen

In response to questions from board members, the following information was provided:

Bill Good stated no items will be taken off the facility project list previously provided and an updated list will be provided.

Thomas Harper explained the statewide penny funds will be used to pay the debt service on the revenue bonds with about \$25-26 million per year going to that account. We encumber about 65% of those funds, leaving 35% that builds up cash used to issue additional revenue bonds and the money will come from there. It's the amount available

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**Item No. 15****Page 2 of 2**

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after utilizing the revenues to cover the debt service. Mr. Good will provide a list of projects directly associated with the most recent bond issuance.

Mr. Good stated discussions have occurred with the city regarding zoning. The initial response is one that can be worked through. Directly adjacent to the facility is McCombs and the golf course. The district worked out a land deal with the county for the expansion of the park. Property was sold with the stipulation to have single-family homes where the soccer field was. Again, the city would be protecting that in the discussion. The belief is that the challenges can be overcome.

The building would, at a minimum, meet all the size requirements and everything will fit. Talks have been held with the FAA and they believe that as long as we build to their specifications, we will meet FAA certification.

The district's first choice would be to stay at the airport; however, the lease we are in gave the Airport Authority final decision. Since this building had access to the runway and our aircraft don't fly, they wanted to utilize the area for additional corporate partners who do fly. The district has the opportunity to control our destiny and will be able to maintain a very strong program and also improve it at the proposed site.

Mr. Barron requested elaboration on the cost effectiveness to continue to offer this program as opposed to partnering with DMACC, or other educational institution. Mr. Good felt another airport would present travel considerations. A cost analysis of the current program has been completed, with the general fund showing some savings as a result of consolidating programs at McCombs with the elimination of the lease payments and savings in transportation costs with reduced busing. Jerry Bradley, the instructor, is very supportive and his input will be instrumental on the construction.

Ms. Boesen thanked Mr. Good and Mr. Ahart on their work to this solution and thanked the Authority for extending our time. This will allow the opportunity to do more with the program and possibly collaborate with the middle school.

While the exact amount of the lease payment is not known, it is in the six-figure savings.

With no further questions, the chair called for the vote.

Aye: Barron, Boesen, Caldwell-Johnson, Cheatom, Elsbernd, Howard, and Sweeney  
Nay: None  
Motion passed 7-0.



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**Item No.** 16 (removed from Consent and acted upon separately) **Page 1 of 1**

**Subject:** AMENDMENT TO AIRPORT LEASE AGREEMENT

**For:** ACTION

**Presentation:** None

**Contact:** Bill Good

(harold.good@dmschools.org/242-8321)

**Attachment:** 14-007

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**Issue:** First amendment to the current Airport Lease Agreement in regards to use of the aviation lab facilities located at the Des Moines International Airport.

**Superintendent's Recommendation:** The superintendent recommends the board approve the first amendment to extend the airport lease agreement through August 31, 2015.

**Presenters:** None, Bill Good will be present to answer any questions.

**Background:** The district entered into an Airport Lease Agreement on July 2, 2013, for space at the Des Moines International Airport consisting of 20,786 square feet which includes building (#65) and land. The term of the lease was through June 30, 2014. The district would like to extend the agreement through August 31, 2015.

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## Minutes

Ms. Boesen moved approval of the extension on the airport lease agreement; seconded by Mr. Barron.

Ms. Caldwell-Johnson explained that she asked the item be pulled from consent as a companion to the previous item.

Aye: Barron, Boesen, Caldwell-Johnson, Cheatom, Elsbernd, Howard, and Sweeney

Nay: None

Motion passed 7-0.

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**Item No. 17****Page 1 of 1****Subject: MATH INSTRUCTIONAL MATERIALS UPGRADE FOR GRADES K-5****For: ACTION****Presentation: None****Contact: Anna Taggart/Carlyn Cox****Attachment: None**(anna.taggart@dmschools.org/242-8160; carlyn.cox@dmschools.org/242-7936)

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**Issue:** Purchase of materials to support K-5 math instruction of the Iowa Common Core Standards.

**Superintendent's Recommendation:** The superintendent recommends the board approve the purchase of these materials.

**Presenters:** None, Carlyn Cox will be available for questions.

**Background:** A committee of 17 district representatives from Des Moines Public Schools, including grade-level teachers, instructional coaches, special education/intervention teachers, and a parent from different buildings across the district, reviewed all comprehensive K-5 mathematics materials currently available to support instruction of the Iowa Common Core Standards. After their review, they selected Houghton Mifflin Go Math (©2015) upgrade for the following reasons:

- **Organization:** The Houghton Mifflin Go Math materials are organized in a meaningful, sequential way to support the Iowa Common Core Standards, as well as, The Standards for Mathematical Practice. This will allow us to spend our professional development time on how to use the materials to support instruction and meet learner objectives.
- **Focus on Problem Solving:** Mental modeling, real-world application, and scaffolded instruction are provided daily in the area of challenging problems and problem-based tasks. This allows students to solve problems with persistence, choose and apply various strategies, and have opportunities to write and speak about their understanding.
- **Technology Integration:** Go Math will provide teachers and students daily access to a plethora of technology resources, including Interactive White Board Presentations, a Go Math app available on any device, an Interactive Student Edition, Virtual Manipulatives, and a Personalized Math Trainer for every student.
- **Strong ELL Support Components:** Vocabulary Cards, vocabulary builders, small group hands-on activities, and daily lessons that are aligned to core instruction are provided to support the math development of our ELLs.

Total Cost for Materials (including ELL and Special Education): \$1,700,000

Funding Source: District's Textbook Account

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**Item No.** 18 *REVISED* (removed from Consent and acted upon separately) **Page 1 of 1**

**Subject:** IOWA ASSESSMENT TESTING FOR GRADES 3-11

**For:** ACTION

**Presentation:** None

**Contact:** Holly Crandell

**Attachment:** None

(holly.crandell@dmschools.org/242-7568)

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**Issue:** Iowa Assessments testing fees for students in grades 3 through 11, testing the week of March 31, 2014.

**Superintendent's Recommendation:** The superintendent recommends the board approve the Iowa Assessments testing fee expense for the 2013-2014 school year.

**Presenters:** none

**Background:** This test fee is a reoccurring expense tied to federal and state required testing for accountability purposes.

**Expense:** Estimate 20,087 students at \$5.20 per test, total estimate is \$104,452.40.

**Funding Source:** ~~Title VI Assessment Funds~~ General Fund

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## Minutes

Ms. Boesen moved approval of the item; seconded by Mr. Barron.

The funding source was changed on the agenda as it was listed in error. Title VI is for supplemental testing.

Aye: Barron, Boesen, Caldwell-Johnson, Cheatom, Elsbernd, Howard, and Sweeney

Nay: None

Motion passed 7-0.

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**Item No. 19****Page 1 of 1****Subject: PERSONNEL RECOMMENDATIONS****For: ACTION****Presentation: None****Contact: Anne Sullivan****Attachment: None**(anne.sullivan@dmschools.org/242-7763)

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**Superintendent's Recommendation:** The superintendent recommends the board approve the personnel recommendations.

**RESIGNATION**

Name	School, Position	Effective Date
Benda, Martha	Student Services, Visual Impairment	08/15/2014
Bata, Kimberly	Hiatt Middle School/Multi-Categorical	02/14/2014
Fitch, Lisa	Hubbell, Multicategorical	02/11/2014
Maguire, Darien	East/Multi-Categorical	02/05/2014
Standish, Greta	Roosevelt/BD Teacher	02/05/2014

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**Item No. 20**

**Page 1 of 1**

**Subject: LIST OF BILLS FOR APPROVAL**

**For: ACTION**

**Presentation: None**

**Contact: Thomas Harper**  
(thomas.harper@dmschools.org/242-7745)

**Attachment: None**

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**Issue:** A list of previously paid and unpaid bills will be reviewed by one of the directors prior to the meeting who may randomly or specifically select various entries for detailed review with Business and Finance staff. Such director will make a motion for action to be taken by the board at the meeting.

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**Item No. 21****Page 1 of 1****Subject: TRANSFER OF PROPERTY LOCATED AT 1414 FREMONT STREET  
NEAR EAST HIGH SCHOOL STADIUM****For: PUBLIC HEARING/ACTION****Presentation: None****Contact: Bill Good**

(harold.good@dmschools.org/242-8321)

**Attachment: None**

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**Issue:** An offer to trade real estate at 1414 Fremont Street owned by the school district and described as follows in trade for property located at 1436 Fremont Street which is a more desirable lot to the school district.

W ½ Lot 3 Block 33 Stewarts Addition locally known as 1414 Fremont Street, Des Moines Iowa 50316.

**Superintendent's Recommendation:** The superintendent recommends that the board hold a public hearing and approve the transfer of the lot described above and known as 1414 Fremont Street contingent upon receiving the lot at 1436 Fremont Street in trade.

**Background:** The buyer of property at the corner of E. 14<sup>th</sup> Street and University Avenue would like to obtain the adjacent property owned by the district and known as 1414 Fremont Street. The property transaction would be contingent upon the buyer purchasing property for trade at 1436 Fremont Street which is currently surrounded by district-owned property.

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## Minutes

The public hearing was called to order at 6:36 p.m. With no speakers present, the public hearing was closed at 6:36 p.m.

Mr. Howard moved approval of the public hearing and the transfer of the property at 1414 Fremont Street in trade for property at 1436 Fremont Street; seconded by Mr. Sweeney.

Aye: Barron, Boesen, Caldwell-Johnson, Cheatom, Elsbernd, Howard and Sweeney

Nay: None

Motion approved 7-0.

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**Item No. 22****Page 1 of 1****Subject: HVAC UPGRADES AT NORTH HIGH SCHOOL****For: PUBLIC HEARING/ACTION****Presentation: None****Contact: Bill Good**

(harold.good@dmschools.org/242-8321)

**Attachment: None**

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**Issue:** Approval of the plans and specifications for the mechanical system upgrades for the activities wing at North High School. Publication for the public hearing was included in The Des Moines Register on February 13, 2014.

**Superintendent's Recommendation:** The superintendent recommends that the board approve the plans and specifications prepared by Alvine Engineering for the mechanical system upgrades at North High School.

**Presenters:** None. Bill Good will be present to answer any questions.

**Background:** This project will upgrade the mechanical systems in the athletic and auditorium areas. In addition, it will provide for lighting and sound system upgrades in the auditorium.

A copy of the plans and specifications are available for review at the district's Operations Center, 1917 Dean Avenue.

**Funding:** Statewide Penny (Students First Program)

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## **Minutes**

The public hearing was called to order at 6:37 p.m. With no speakers present, the public hearing was closed at 6:37 p.m.

Pastor Cheatom moved approval of the public hearing and the plans and specifications by Alvine Engineering; seconded by Mr. Barron.

Aye: Barron, Boesen, Caldwell-Johnson, Cheatom, Elsbernd, Howard and Sweeney

Nay: None

Motion approved 7-0.

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**Item No. 23****Page 1 of 2****Subject: SERIES 500 POLICIES****For: DISCUSSION****Presentation: PowerPoint****Contact: Kregg Cuellar****Attachment: 14-001**

(kregg.cuellar@dmschools.org/242-7660)

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**Issue:** The policies under the 500 series, "Student Personnel," have been updated.**Superintendent's Recommendation:** The superintendent recommends the board review the newly revised policies.**Presenters:** Kregg Cuellar, Tim Schott**Background:** The 500 policy series was due for a review and update. The board's policy review committee met and reviewed the newly revised policies.

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## Minutes

Mr. Schott stated these policies relate to student personnel; e.g., attendance, transportation, student records, parental rights and discipline with several policies within those categories. The policies are outdated and several blended policy and procedure language.

Dr. Cuellar used the example of attendance to compare the difference between the old policy and the new policy when removing duplicity and procedural language and streamlining the policy to be more accurate and up to date. References to the word "Code" were changed to Code of Iowa.

The policies were reduced from 35 to 12. The end goal is to increase and improve utility for parents, guardians, students, administration, employees and the public.

The revised policies were presented to the superintendent's cabinet for first review and scrutiny. The procedures will be developed for the policies, followed by approval of the superintendent, then communicating the updated policies and procedures to all staff.

The process would then be applied to series 600 on educational programming.

The board policy review committee met with legal counsel and went through the revisions.



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**Item No. 24****Page 2 of 2**

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Mr. Howard questioned the transportation limit of two miles for K-8. Ms. Caldwell-Johnson felt that was changed to 1.5 miles for the balance of last year and this year with the caveat it would be reviewed in the following year. Mr. Schott clarified the committee felt the policy should mirror Iowa law with any district changes reflected in the procedures.

Following discussion, it was determined that information on the affect of the change on transportation would be provided before making a determination on placement.

Item B under entrance requirements references the desired minority student enrollment level which is primarily defined by the Diversity Plan.

Item D references overcrowding of facilities. Mr. Ahart stated there isn't a specific definition of overcrowding and it could vary school by school or classroom by classroom. When the need for more capacity occurs, the district tries to address that by coming to the board for creation of more space, or, as currently in process, modifying the attendance areas.

Mr. Ahart stated information on the busing modification to 1.5 miles for K-8 rather than 2 miles will be provided and the board can decide whether they want to include that in policy with the hope the Series 500 Policies can be approved at the next meeting.

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**Item No. 25 POSTPONED TO MARCH 11, 2014, MEETING****Page 1 of 1****Subject: WELLNESS POLICY REVISIONS/ALLIANCE FOR A HEALTHIER GENERATION****For: ACTION****Presentation: Verbal****Contact: Tammy Steinwandt and Sandy Huisman Attachment: 14-006**

(tammy.steinwandt@dmschools.org/242-7791 and sandy.huisman@dmschools.org/242-7

**Issue:** Each local educational agency that participates in the National School Lunch Program or other federal child nutrition programs is required by federal law to establish a local school wellness policy for all schools under its jurisdiction. The current district wellness policy needs to be updated to reflect current requirements and district initiatives.

**Superintendent's Recommendation:** The superintendent recommends the board approve revisions to the district Wellness Policy.

**Presenters:** Tammy Steinwandt, Wellness Coordinator  
Sandy Huisman, Director Food and Nutrition Management

**Background:** Congress recognizes that school wellness plays a critical role in promoting student health, preventing childhood obesity, and addressing problems associated with poor nutrition and physical inactivity. In 2010, Congress passed the Healthy, Hunger-Free Kids Act of 2010 (Sec. 204 of Public Law 111-296), and added new provisions for local school wellness policies related to development, implementation, evaluation, and publicly reporting on progress of local school wellness policies. The presentation will review changes to the current policy.

Information will also be presented about The Alliance for a Healthier Generation, Healthy Schools Program. The Alliance for a Healthier Generation, a national organization, has joined. The Alliance works in schools across the country to help teachers, school staff, parents, and community members understand the specific changes their schools need to become healthier environments for kids.

Moved to March 11, 2014, meeting.

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**Item No. 26****Page 1 of 1****Subject: COMMUNICATIONS PRESENTATION****For: INFORMATION****Presentation: PowerPoint****Contact: Phil Roeder****Attachment: None**

(phillip.roeder@dmschools.org/242-8153)

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**Issue:** Update on work of the Communications & Public Affairs staff.**Superintendent's Recommendation:** The superintendent recommends the board receive a presentation on the school district's engagement efforts by its communications staff.**Presenters:** Phil Roeder**Background:** A part of the board's belief statement is that DMPS will engage the community in support of public education. This presentation will review the DMPS communications staff work in this regard and share information and data on the district's web sites, social media efforts, television programming and more.

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## Minutes

Phil Roeder reviewed the composition of the staff in the department and the work being done on the district's website, social media, TV station, blog, newsletter, billboard campaign, media work, etc.

Recent recognitions and awards include the Sunny Award from Sunshine Review for transparency on the district's website and the Award of Merit from the National School Public Relations Association.

Comparisons were provided in various areas to schools, businesses and other areas in the state and nationally.

Mr. Barron asked about providing the district's content in other languages on the website and through other social media. Mr. Roeder stated without a translator on staff, that's problematic to be done on a regular basis. Ms. Boesen stated a Latino Advisory Committee meeting was held the previous night and that was a concern they discussed. Mr. Barron stated there are Spanish-speaking media outlets (radio, newspaper) that could be used as resources to the district.

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**Item No. 27****Page 1 of 1****Subject: ENGLISH LANGUAGE LEARNERS PROGRAM****For: INFORMATION****Presentation: PowerPoint****Contact: Holly Crandell/ Vinh Nguyen****Attachment: 14-002**

(holly.crandell@dmschools.org/242-7568; vinh.nguyen@dmschools.org/242-7691)

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**Issue:** Overview of the English Language Learners Program.**Superintendent's Recommendation:** None. The board will hear a presentation on the ELL program.**Presenters:** Holly Crandell, Vinh Nguyen & Mary Grinstead.**Background:** This presentation will provide an overview of DMPS English Language Learners Program including the brief history of the program, enrollment trend, entrance and exit criteria, 2012-13 program academic achievement, funding and staffing. It will also present the format for the program evaluation in the near future.

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## Minutes

Vinh Nguyen stated the ELL program started in 1975, following the fall of Saigon, with approximately 275 students from SE Asia—Vietnam, Laos and Cambodia. There are now 5,901 students. The ELL enrollment in Des Moines is higher than the total district enrollment for 95% of the districts in Iowa. There are more than 80 language groups representing over 19% of the district's enrollment. Annual growth averages 8.6%.

Students are identified through a ten-question, home language survey. They also take an entrance exam. Language and math skills are tested. In order to exit the program, the state requires proficiency at a minimum of level 6 in reading, writing, listening and speaking skills. The district has 43 ELL sites, and 3 intensive ELL centers to serve children with no literacy and no basic education in their first language.

The district has been lobbying to extend ELL funding from 4 to 7 years. Last year, the legislature approved a 5<sup>th</sup> year.

Every year, over 1,000 new students enter the program, and it is difficult to find people in the community to interpret since the students come from so many areas, and many of them do not have a written language.

Additional statistics are shown in the attachment.

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**Item No. 28****Page 1 of 1****Subject: REQUEST FOR NAMING A MULTIPURPOSE ROOM AT THE JESSE TAYLOR EDUCATION CENTER CASADY BUILDING****For: INFORMATION/DISCUSSION****Presentation: None****Contact: Bill Good**

(harold.good@dmschools.org/242-8321)

**Attachment: 14-003**

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**Issue:** Naming of the multipurpose room at Jesse Franklin Taylor Education Center Casady Building.

**Superintendent's Recommendation:** The superintendent recommends the board naming committee review the recommendation to name the multipurpose room at the new Jesse Franklin Taylor Education Center Casady Building in honor of Maureen Tiffany.

**Background:** Ms. Tiffany is a longtime advocate for early childhood.

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## **Minutes**

Staff from United Way submitted a letter requesting Maureen Tiffany be honored by having an area named for her at the new Jesse Franklin Taylor Education Center. The naming subcommittee will meet prior to the next meeting to bring forward a recommendation for action at the next meeting.

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**Item No. 29****Page 1 of 2****Subject: MONITORING REPORT FOR MANAGEMENT LIMITATION 2.3 –  
FINANCIAL CONDITION AND ACTIVITIES FOR THE QUARTER ENDING  
DECEMBER 31, 2013****For: ACTION****Presentation: None****Contact: Thomas Harper****Attachment: 14-005**

(thomas.harper@dmschools.org/242-7745)

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**Issue:** Board Governance Policy 3.4 – Monitoring Superintendent Performance includes a schedule relative to monitoring reports that requires a quarterly monitoring report on Management Limitation 2.3 – Financial Condition and Activities.

**Superintendent's Recommendation:** The superintendent recommends the board receive, discuss and take action on the quarterly monitoring report for Management Limitation 2.3 – Financial Condition and Activities for the quarter ending December 31, 2013.

**Presenters:** Thomas Harper will be available for questions.

**Background:** The Management Limitation 2.3 – Financial Condition and Activities Monitoring Report is included as Attachment 14-005. This report covers the quarterly period from October 1, 2013, to December 31, 2013, unless otherwise stated. Management Limitation 2.3 states: With respect to actual ongoing condition of the district financial resources, the Superintendent shall not cause or allow the development of fiscal jeopardy, or a material deviation of actual expenditures from the Board's Ends priorities.

Accordingly, the Superintendent shall not:

1. Fail to provide quarterly summaries of the financial condition of the district.
2. Fail to settle district payroll obligations and payables in a timely manner.
3. Fail to implement prudent competitive quoting procedures for all facility improvement projects in an amount that meets or exceeds the competitive quote threshold as established by Iowa law.
4. Fail to implement prudent competitive bidding procedures for all facility improvement projects in the amount of \$125,000 or more.
5. Fail to implement prudent competitive procedures, including but not limited to RFPs, for purchasing products and securing contractual and professional services.
6. Obligate the district to contracts or expenditures greater than \$25,000.
7. Acquire, lease or dispose of real property.
8. Invest funds in securities contrary to state law.
9. Allow tax payments or other governmental ordered payments or filings to be overdue or inaccurately filed.

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**Item No. 29**

**Page 2 of 2**

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**Minutes**

Mr. Harper presented the data in two formats. Historically, the data only included the information for the most recent quarter. The PowerPoint shows the data for the most recent four quarters with the data presented in a more positive frame.

Ms. Boesen suggested streamlining the data while still receiving the same information, as it seems to be an easier piece to read. Explanations can still be incorporated, combining both formats.

Ms. Caldwell-Johnson moved approval of the monitoring report, seconded by Mr. Howard.

Aye: Barren, Boesen, Caldwell-Johnson, Cheatom, Elsbernd, Howard and Sweeney.

Nay: None

Motion passed 7-0.

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**Item No. 30****Page 1 of 1****Subject: BUDGET DEVELOPMENT UPDATE****For: INFORMATION****Presentation: None****Contact: Thomas Harper****Attachment: 14-004**

(thomas.harper@dmschools.org/242-7745)

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**Issue:** Budget development time line.**Superintendent's Recommendation:** The superintendent recommends the board review the updated budget development schedule as presented.**Presenters:** Thomas Harper will be available for questions.**Background:** Each year a number of meetings and deadlines are presented to the board for planning and informational purposes. The dates have been updated with the most current information available.

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## Minutes

Mr. Harper stated the budget timeline is presented in the attachment. Meetings have been held with both the citizens' and employees' budget committees, and the next dates have been scheduled along with public hearings. The district is in a period of stabilization and continues to integrate the things started last year and forecasting them into the future. There are no huge, outstanding items.

The preliminary budget is anticipated to be released the week of March 4 and will be presented in the same format as last year. The tax rate will need to be published between March 19 and 21, with only one regular board meeting prior to that time. The board discussed holding a work session which will be set when a date can be coordinated.