

**DES MOINES PUBLIC SCHOOLS
REGULAR SCHOOL BOARD MEETING
1800 GRAND AVENUE
MINUTES
JANUARY 22, 2013**

PUBLIC FORUM — 5:45 P.M. -6:03 P.M.

The Board of Directors held a public forum on Tuesday, January 22, 2013, in the multi-purpose room at 1800 Grand Avenue; Dick Murphy presiding.

Present: Boesen, Caldwell-Johnson, Elsbernd, Howard, Jongewaard, Murphy, Sweeney

Speakers: Andrew Rasmussen
Mary Dycus
Patricia Tice
Tim Tutt

Nancy Johnson
Diann Mackey
Blake Hammond

REGULAR MEETING — 6:12 P.M.

The Board of Directors met in regular session on Tuesday, January 22, 2013, in the multi-purpose room at 1800 Grand Avenue; Dick Murphy presiding.

Present: Boesen, Caldwell-Johnson, Elsbernd, Howard, Jongewaard, Murphy, Sweeney

Mr. Murphy stated that because the room was over capacity, some people would need to leave and wait in the hallway. Following student recognitions, capacity will be reviewed as the students often leave.

APPROVAL OF AGENDA — 6:13 P.M.

Ms. Boesen moved approval of the agenda, seconded by Mr. Howard.

Aye: Boesen, Caldwell-Johnson, Elsbernd, Howard, Jongewaard, Murphy, Sweeney
Nay: None
Motion passed 7-0.

APPROVAL OF MINUTES — 6:13 P.M.

Ms. Elsbernd moved approval of the minutes for January 8, 2013, and January 10, 2013; seconded by Mr. Howard. Ms. Caldwell-Johnson noted a couple of non-substantive changes.

Aye: Boesen, Caldwell-Johnson, Elsbernd, Howard, Jongewaard, Murphy, Sweeney
Nay: None
Motion passed 7-0.

DISTRICT RECOGNITIONS — 6:14 P.M.

Mr. Ahart recognized Nelson Thomas Yassin, a 2007 graduate of Roosevelt High School, who became a US citizen last October. Nelson emigrated from Sudan as a child with his family and settled in Des Moines. While attending Roosevelt, he was part of the Central Campus Aviation Engineering program and finished in the upper ten percent of his class. He attended Iowa Western Community College, earning an AAS, and finished his Airframe and Power Plant certification, qualifying him to become an Airframe and Power Plant Technician. He currently is going to DMACC, taking flying lessons, and plans on going to ISU in the future. Nelson Yassin and Instructor Jerry Bradley made comments.

The Roosevelt High School Debate Team received a state runner-up title in the IHSSA State Debate earlier this month in Ankeny. At the state tournament, Roosevelt was led by Crystal and Stephanie Hou in policy debate, who lost in semi-finals. Sophomore Emma Weddle produced a strong performance in the Lincoln Douglas debate finishing in the quarterfinal round having only lost to the tournament champion. Junior Luke Theuma was runner-up in Congressional Debate. Coach Harry Strong and several of the students provided an update on other activities, how debate has impacted their education and other comments.

CONSENT ITEMS — 6:30 P.M.

7. Architect Payments	1
8. Construction Payments	3
9. Award of Contract(s) on Bid	5
10. Award of Quote No. Q6662–Asbestos Abatement at Jefferson Elementary School	6
11. Award of Bid No. B6641–Addition and Renovation of Jefferson Elementary School	7
12. Award of Bid No. B6561–Merrill Middle School Roof Replacement	8
13. Award of Bid No. B6564–Park Avenue Elementary School Masonry Restoration	9
14. Award of Bid No. B6562–Walnut Street School Roof Replacement	11
15. Award of Bid No. B6565–Walnut Street School Masonry Restoration	12
16. Final Acceptance of Bid No. B6512–ADA Improvements and Office Relocation for Smouse School	13
17. Iowa Health Systems Contract	14
18. Amendments to the Des Moines Teachers Retirement System Plan and Trust	15
19. Purchase of Differentiated Literacy Solution Software License Packages– Grades 9-12 Literacy	19
20. Personnel Recommendation	20
21. List of Bills for Approval	21

Minutes

Ms. Boesen moved that the board approve the consent items including payment of bills previously authorized and certified by the secretary in the amount of \$778,352.01 and unpaid bills in the amount of \$3,784,958.57, seconded by Mr. Howard and noting his strong reservations with using out-of-state firms.

Aye: Boesen, Caldwell-Johnson, Elsbernd, Howard, Jongewaard, Murphy, Sweeney
Nay: None
Motion passed 7-0.

PUBLIC HEARINGS — 6:32 P.M.

22. Pleasant Hill Elementary Asbestos Abatement.....22
23. Kurtz Building Elevator Addition23

OTHER — 6:34 P.M.

24. Des Moines Independent Community School District Unused Sick Leave
and Early Retirement Benefits Plan24
25. Proposal to Close Gateway Secondary School27
26. Time and Attendance Solution33

CHAIR’S REPORT — 10:31 P.M.

Mr. Murphy stated two more visits are scheduled this month with staff: Thursday at Stowe and the following Thursday at Weeks. Please let him know if you would like to join him and the vice chair.

SUPERINTENDENT’S REPORT — 10:33 P.M.

None.

ADJOURN — 10:33 P.M.

Item No. 7

Page 1 of 2

Subject: ARCHITECT PAYMENTS

For: ACTION

Contact: Bill Good

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

Attachments: None

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>
<u>BCDM</u>				
Studebaker Elementary Architect App 16 (SWP)	95%	\$241,800.00	\$228,504.00	\$1,296.00
<u>OPN Architects</u>				
Hiatt Middle School Architect App. 16 (SWP)	93%	\$379,385.00	\$349,022.25	\$4,529.25
McCombs Middle School Architect App. 22 (SWP)	97%	\$364,100.00	\$350,200.00	\$3,475.00
Samuelson Elementary Architect App. 10 (PPEL)	96%	\$12,200.00	\$11,590.00	\$152.50
<u>Design Group</u>				
Edmunds Elementary Architect App 23 (SWP)	80%	\$566,500.00	\$446,139.06	\$10,621.00
Hoyt Middle School Architect App 6 (SWP)	55%	\$375,000.00	\$86,400.00	\$119,850.00
<u>Wells + associates</u>				
Findley Elementary Architect App. 6 (SWP)	69%	\$247,760.00	\$154,342.40	\$16,246.40
Jefferson Elementary Architect App. 6 (SWP)	68%	\$251,400.00	\$156,416.00	\$13,843.20

Item No. 7**Page 2 of 2**

RDG Planning & Design

Park Avenue Elementary Architect App. 4 (SWP)	46%	\$96,250.00	\$37,188.19	\$7,009.81
Park Avenue Elementary Architect App. 5 (SWP)	55%	\$96,250.00	\$44,198.00	\$8,644.21
Pleasant Hill Elementary Architect App. 5 (SWP)	42%	\$342,000.00	\$108,216.15	\$36,644.79
Pleasant Hill Elementary Architect App. 6 (SWP)	63%	\$342,000.00	\$144,860.94	\$70,599.06
Central Campus Phase 3 Architect App. 11 (SWP)	78%	\$312,741.00	\$237,600.13	\$7,126.74

TOTAL	\$300,037.96
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Presenters: None**Background:** None**Contact:** Bill Good

Item No. 8

Page 1 of 1

Subject: CONSTRUCTION PAYMENTS

For: ACTION

Contact: Bill Good

Attachments: 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>
<u>Larson & Larson</u>				
Central Campus Ph 2 (SWP) RETAINAGE Sealed Bid No. B6220	100%	\$8,415,632.00	\$8,391,682.00	\$23,950.00
<u>Dean Snyder</u>				
Hiatt Middle School (SWP) - Renovation GC App. 10 Sealed Bid No. B6486	95%	\$6,671,680.00	\$6,138,714.75	\$219,297.15
<u>DDVI</u>				
Central Campus Phase 3 Renovation GC App. 6 (SWP) Sealed Bid No. B6499	80%	\$4,003,349.00	\$2,755,998.29	\$442,311.53
<u>Stahl</u>				
Edmunds GC App. 6 Sealed Bid No.	48%	\$10,452,532.00	\$3,795,554.60	\$1,240,923.06
<u>Edge</u>				
Brody Middle Addition (SWP) GC App. 9 Sealed Bid No.	95%	\$1,459,108.00	\$1,371,610.95	\$14,541.65

Item No. 8**Page 2 of 2**

Meredith Middle School Renovation (SWP) GC App. 8 Sealed Bid No. B6498	95%	\$5,564,213.00	\$5,282,233.70	\$3,768.65
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Prostruct

Smouse School (Smouse Funds) GC App. 7 Sealed Bid No. B6512	95%	\$985,164.00	\$928,177.55	\$7,728.25
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REEP Inc.

Kurtz Building Windows (SWP) GC App. 1 Sealed Bid No. B6586	3%	\$515,623.00.00	\$0.00	\$13,225.14
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TOTAL	\$1,965,745.43
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Presenters: None**Background:** None**Contact:** Bill Good

Item No. 9**Page 1 of 1****Subject: AWARD OF CONTRACT(S) ON BID****For: ACTION****Contact: Dan Warren**

(dan.warren@dmschools.org; 242-8192)

Attachments: None

Issue: Bids have been advertised, issued and received for the product listed below.

Superintendent's Recommendation: The superintendent recommends the contracts as shown below be approved.

Background: The suggested bid award and detailed information for each bid is as shown below.

A. B6687 Tableau Software FY 13-14

A proposal was received to supply Tableau software for the district. Tableau is a business intelligence application that provides browser-based analytics. It's a rapid-fire alternative to the slow pace and rigidity of traditional business intelligence software.

Computer Information Concepts	3 items	\$ 71,820.00
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105 Bids were sent out, 1 bid was received, 2 no bids, and 102 did not respond. A complete tabulation of the bid is available: [B6687 Tableau Software](#)

Funding: Technology accounts

Contact: Dan Warren

Item No. 10**Page 1 of 1****Subject: AWARD OF QUOTE NO. Q6662-ASBESTOS ABATEMENT
AT JEFFERSON ELEMENTARY SCHOOL****For: ACTION****Contact: Bill Good**
(harold.good@dmschools.org; 242-8321)**Attachments: None**

Issue: Award of contract for the asbestos abatement project for Jefferson Elementary School.**Superintendent's Recommendation:** The superintendent recommends a contract for the Base Bid be awarded to the lowest responsive/responsible bidder ESA Inc. in the amount of \$67,800.00.**Presenters:** None. Bill Good will be present to answer any questions.**Background:** This project removes asbestos containing materials at Jefferson in advance of the scheduled renovation project.

The District received bids on January 15, 2013. The results are as follows:

	Base Bid
ECCO Midwest – Inver Grove Heights, MN	\$142,000
ESA Inc. – Omaha, NE	\$67,800
Iowa Illinois Taylor Insulation Davenport, IA	\$153,626
Seneca Companies – DM, IA	\$77,000

Funding Source: Statewide Penny (Students First Program)**Contact:** Bill Good

Item No. 11
Page 1 of 1
**Subject: AWARD OF BID NO. B6641–ADDITION AND RENOVATION
OF JEFFERSON ELEMENTARY SCHOOL**
For: ACTION
Contact: Bill Good

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

Attachments: None

Issue: Award of contract for the addition and renovation project for Jefferson Elementary School.

Superintendent's Recommendation: The superintendent recommends a contract for the Base Bid be awarded to the lowest responsive/responsible bidder Cerebral Group LLC in the amount of \$5,200,000.

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

Background: This project consists of a classroom addition and renovation of the existing school to eliminate open classrooms. The work will enhance energy efficiency and safety/security measures. It will provide electrical upgrades including new lighting, a fire sprinkler system, upgraded technology, and improvements to the mechanical systems.

The district received bids on January 15, 2013. The results are as follows:

	Base Bid	Alternate 1	Alternate 2
Lang Construction – WDM, IA	\$5,550,000	\$29,100	-\$58,800
Rochon Corp – Urbandale, IA	\$5,454,000	\$21,000	-\$60,000
Larson & Larson Construction – DM, IA	\$5,434,000	\$33,000	\$0
Cerebral Group LLC – WDM, IA	\$5,200,000	\$22,500	\$74,800
Edge Commercial – Grimes, IA	\$5,475,000	\$20,700	-\$59,000
AP Samuels – Wausau, WI	\$5,813,750	\$30,000	\$70,000
Dean Snyder Construction – Ankeny, IA	\$5,451,000	\$37,300	\$0

Funding Source: Statewide Penny (Students First Program)

Contact: Bill Good

Item No. 12

Page 1 of 1

Subject: AWARD OF BID NO. B6561–MERRILL MIDDLE SCHOOL ROOF REPLACEMENT

For: ACTION

Contact: Bill Good

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

Attachments: None

Issue: Award of contract to remove and replace deteriorated roofing.

Superintendent's Recommendation: The superintendent recommends the contract for the alternates 1 and 3 be awarded to the lowest responsive/responsible bidder Central States Roofing, Ames, Iowa, in the amount of \$415,000.

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

Background: Plans and specifications were prepared by Angelo Architects and Facility Management. Work will begin on or before July 1, 2013. The project came before the board on December 11, 2012, for public hearing and action.

- **Base bid:** Remove deteriorated insulation and roofing. Replace with new insulation and Thermo Plastic Olefin (TPO) membrane.
- **Alternate No.1:** Add two inches of insulation to existing roof excludes auditorium, add new TPO membrane.
- **Alternate No.2:** Remove deteriorated insulation and roofing and replace with new insulation and TPO membrane on auditorium roof.
- **Alternate No.3:** Add two inches of insulation; add new TPO membrane on auditorium roof section.

The district received 5 bids on January 8, 2013. The results are as follows:

Bidder	Base Bid	Alter. No.1	Alter.No.2	Alter.No.3	Total with Alternates
Academy Roofing Des Moines	\$576,100	No Bid	\$44,500	No Bid	\$620,600
Brockway Mechanical Des Moines	\$521,722	No Bid	\$31,648	No Bid	\$553,370
Central States Roofing Ames	No Bid	\$390,000	No Bid	\$25,000.00	\$415,000
Jim Giese Roofing Dubuque	No bid	\$428,950	No Bid	\$25,923.00	\$454,873
R.L. Craft Company Denison, IA	No Bid	\$426,913	No bid	\$20,940.00	\$447,853

Funding Source: Physical plant and Equipment Levy

Item No. 13

Page 1 of 2

**Subject: AWARD OF BID NO. B6564–PARK AVENUE ELEMENTARY SCHOOL
MASONRY RESTORATION**

For: ACTION

Contact: Bill Good

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

Attachments: None

Issue: Award of contract to repair exterior masonry deterioration for Park Avenue Elementary School.

Superintendent's Recommendation: The superintendent recommends the contract for the base bid and alternates 1, 2, 3 and 4 be awarded to the lowest responsive/responsible bidder Mid-Continental Restoration, Fort Scott, Kansas, in the amount of \$167,280,

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

Background: Plans and specifications were prepared by Angelo Architects and Facility Management. Work will begin on or before April 1, 2013. The project came before the board on December 11, 2012, for public hearing and action.

- **Base bid:** Remove deteriorated brick and mortar, replace with new on east and west elevations of 1971 building.
- **Alternate No. 1:** Remove deteriorated brick and mortar, replace with new on north and south elevations of 1913 building.
- **Alternate No. 2:** Remove deteriorated brick and mortar, replace with new on west and south elevations of 1948 building.
- **Alternate No. 3:** Install new metal parapet wall flashing.
- **Alternate No. 4:** Remove deteriorated brick and mortar, replace with new on chimney.

The district received 9 bids on January 15, 2013. The results are as follows:

Item No. 13

Page 2 of 2

Bidder	Base Bid	Alter. No.1	Alter.No.2	Alter.No.3	Alter.No.4	Total with Alternates
BI State Masonry. Inc. Rock Island, IL	\$124,000	\$29,000	\$4,900	\$11,800	\$21,500	\$191,200
Building Restoration Roseville, MN	\$173,710	\$50,725	\$15,730	\$17,300	\$35,450	\$292,915
E & H Restoration Davenport, IA	\$197,480	\$67,544	\$11,869	\$14,902	\$40,874	\$332,669
Mid-Continental Restoration Fort Scott, KS	\$94,275	\$31,325	\$5,680	\$10,805	\$25,195	\$167,280
MTS Contracting Kansas City, MO	\$147,370	\$49,870	\$6,560	\$11,880	\$19,900	\$235,580
Renaissance Restoration Galena, IL	\$149,000	\$44,000	\$6,400	\$9,500	\$24,000	\$232,900
TNT Tuckpointing Stockton, IA	\$149,000	\$39,500	\$5,900	\$16,900	\$26,000	\$237,300
Williams Restoration Papillion, NE	\$187,856	\$54,125	\$7,760	\$12,100	\$37,676	\$299,517
RL Contractors Butler, IL	\$118,600	\$42,800	\$16,300	\$28,800	\$19,900	\$226,400

Funding Source: Physical Plant and Equipment Levy (PPEL)

Item No. 14
Page 1 of 1**Subject: AWARD OF BID NO. B6562–WALNUT STREET SCHOOL ROOF REPLACEMENT****For: ACTION****Contact: Bill Good**

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

Attachments: None

Issue: Award of contract to remove and replace deteriorated roofing at Walnut Street School.

Superintendent's Recommendation: The superintendent recommends the contract for the base bid only be awarded to the lowest responsive/responsible bidder Vis, Ltd., Marshalltown, Iowa, in the amount of \$197,000.

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

Background: Plans and specifications were prepared by Angelo Architects and Facility Management. Work will begin on or before July 1, 2013. The project came before the board on December 11, 2012, for public hearing and action.

- **Base bid:** Remove deteriorated roofing and replace with TPO (Thermoplastic Olefin) membrane.
- **Alternate No. 1:** Change from TPO membrane to PVC (Poly Vinyl Chloride) membrane.

The district received 4 bids on January 15, 2013. The results are as follows:

Bidder	Base Bid	Alter. # 1	Total with Alternates
Jim Giese Roofing Dubuque	\$297,545	\$22,155	\$319,700
Central States Roofing Ames	\$252,000	\$19,000	\$271,000
Vis, Ltd. Marshalltown, IA	\$197,000	\$14,000	\$211,000
R.L. Craft Company Denison	\$210,826	\$7,084	\$217,910

Funding Source: Physical Plant and Equipment Levy (PPEL)

Item No. 15

Page 1 of 1

Subject: AWARD OF BID NO. B6563– WALNUT STREET SCHOOL MASONRY RESTORATION

For: ACTION

Contact: Bill Good

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

Attachments: None

Issue: Award of contract to repair exterior masonry deterioration for Walnut Street School.

Superintendent's Recommendation: The superintendent recommends the contract for the base bid and alternates 1, 2 and 3 be awarded to the lowest responsive/responsible bidder RL Contractors, Butler, Illinois, in the amount of \$230,700.

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

Background: Plans and specifications were prepared by Angelo Architects and Facility Management. Work will begin on or before April 1, 2013. The project came before the Board on December 11, 2012, for public hearing and action.

- Base bid: Remove deteriorated brick, mortar and lintels, replace with new on South and West elevations.
- Alternate No.1: Remove deteriorated brick, mortar and lintels, replace with new on North elevation.
- Alternate No.2: Remove deteriorated brick, mortar and lintels, replace with new on East elevation.
- Alternate No. 3: Remove deteriorated brick and mortar, replace with new on Penthouse.

The district received 7 bids on January 8, 2013. The results are as follows:

Bidder	Base Bid	Alter. No.1	Alter. No.2	Alter. No.3	Total with Alternates
BI State Masonry Inc.-Rock Island, IL	\$214,000	\$107,000	\$86,000	\$15,000	\$422,000
Building Restoration - Roseville, MN	\$234,105	\$96,270	\$73,420	\$25,505	\$429,300
Mid-Continental Restoration-Fort Scott, KS	\$191,575	\$70,905	\$64,040	\$11,600	\$338,120
Renaissance Restoration-Galena, IL	\$343,000	\$139,000	\$123,000	\$26,000	\$631,000
E&H Restoration-Davenport, IA	\$193,312	\$87,590	\$72,617	\$19,689	\$373,208
RL Contractor-Butler, IL	\$72,900	\$71,600	\$66,800	\$19,400	\$230,700
MTS Contracting-Kansas City, MO	\$212,000	\$86,900	\$81,800	\$8,600	\$489,300

Funding Source: Physical Plant and Equipment Levy (PPEL)

Item No. 16**Page 1 of 1****Subject: FINAL ACCEPTANCE OF BID NO. B6512--ADA IMPROVEMENTS AND
OFFICE RELOCATION FOR SMOUSE SCHOOL****For: ACTION****Contact: Bill Good**

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

Attachments: None

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: Smouse School

PROJECT: ADA and Office Work

CONTRACTOR: Prostruct Construction Inc.

CONTRACTED AMOUNT: \$985,164.00

CONTRACT BALANCE: \$49,258.20

Item No. 17**Page 1 of 1****Subject: IOWA HEALTH SYSTEMS CONTRACT****For: ACTION****Contact: Shelly Bosovich**

(shelly.bosovich@dmschools.org; 242-7617)

Attachments: None

Issue: The district is required by the Department of Transportation (DOT) to give pre-employment physicals and random drug and alcohol screens for school bus drivers. The district also requires a physical capacity profile for all non-administrative and non-specialist Operations employees to determine the likelihood of the individual being able to meet the physical demands of the job.

Superintendent Recommendation: The superintendent recommends the award of this contract to Iowa Health Systems.

Background: For the past two years, the district has been using Iowa Health Systems to meet these requirements. Iowa Health Systems has agreed to extend the contract for a third time with an average 3.0% increase in prices with the same terms and conditions. They will provide DOT and general physicals, drug and alcohol testing, and functional screening for district personnel.

Financial: \$24,800.00

Funds available in Health Services and Transportation accounts.

Contact: Marci Cordaro, Health Services Supervisor

marci.cordaro@dmschools.org; 242-7618

Item No. 18**Page 1 of 4****Subject: AMENDMENTS TO THE DES MOINES TEACHERS RETIREMENT SYSTEM PLAN AND TRUST****For: ACTION****Contact: Thomas Harper**
(thomas.harper@dmschools.org; 242-7745)**Attachment: None**

Issue: As presented for discussion on January 8, 2013: A reading of amendments to the "DES MOINES TEACHERS RETIREMENT SYSTEM PLAN AND TRUST," as last restated and amended (the "Plan"), which have been approved by the Advisory Committee of the Plan (the "Advisory Committee") in order to adjust the rates of contributions to reflect recent legislative changes to the Iowa Public Employees' Retirement System ("IPERS").

Superintendent's Recommendation: The superintendent recommends that the board approve the recommendations of the Advisory Committee for the following resolutions.

Presenters: None. Thomas Harper (chief financial officer) and Roger Hudson (plan administrator) will be available for questions.

Background: Effective as of July 1, 2007, the district approved increases in the rates of contributions to the Plan over a four-year period that would match the incremental increases over the same four-year period in the rates of contributions to IPERS made by both employers and employees. The Advisory Committee has now recommended that the board approve a similar plan to increase the rates of contributions by the district and employees of the district over a three-year period beginning as of July 1, 2012. Under the terms of the Plan, the new rates, if approved by the board, will apply only to employees who are first employed by the district effective as of July 1, 2013, or thereafter and to active participants in the Plan who consent to the increases in the rates of employee contributions beginning as of July 1, 2013.

Resolutions:

BE IT RESOLVED that Section 3.3 of the Plan shall be restated to read as follows:

Section 3.3 - Employer Matching Contributions. Each Plan Year the Employer will make an Employer Matching Contribution to the Trust for each Participant (the "Employer Matching Contribution(s)") as follows:

- (a) For each Participant who was an Employee prior to July 1, 2007, and who does not consent to an increase in the effective rate for his or her Employer Pick-Up Contributions under Section 3.5 in accordance with Appendices B-1 through B-4

Item No. 18

Page 2 of 4

- (b) or Appendices C-1 through C-3, as the case may be, the Employer will make an Employer Matching Contribution to the Trust in accordance with the Schedule of Rates for Employer Matching Contributions as set forth in Column 3 of Appendix A (that is, at a rate of 112 percent of the Participant's rate for his or her Employer Pick-Up Contributions as set forth in Column 2 of Appendix A).
- (c) For each Participant whose employment by the Employer commenced on or after July 1, 2007, and for each Participant who did consent to an increase in the effective rate for his or her Employer Pick-Up Contributions under Section 3.5 in accordance with Appendices B-1 through B-4, the Employer shall make an Employer Matching Contribution to the Trust in accordance with the Schedule of Rates for Employer Matching Contributions as set forth in Column 3 of Appendices B-1 through B-4 for the Plan Years beginning on July 1, 2007; July 1, 2008; July 1, 2009; and July 1, 2010; and thereafter.
- (d) For each Participant (i) who was an Employee prior to July 1, 2013, (ii) who did consent to an increase in the effective rate for his or her Employer Pick-Up Contributions under Section 3.5 in accordance with Appendices B-1 through B-4, and (iii) who does not consent to an increase in the effective rate for his or her Employer Pick-Up Contributions under Section 3.5 in accordance with Appendices C-1 through C-3, the Employer will make an Employer Matching Contribution to the Trust in accordance with the Schedule of Rates for Employer Matching Contributions as set forth in Column 3 of Appendices B-1 through B-4 for the Plan Years beginning on July 1, 2013, and thereafter.
- (e) For each Participant whose employment by the Employer commences on or after July 1, 2013, and for each Participant who does consent to an increase in the effective rate for his or her Employer Pick-Up Contributions under Section 3.5 in accordance with Appendices C-1 through C-3, the Employer will make an Employer Matching Contribution to the Trust in accordance with the Schedule of Rates for Employer Matching Contributions as set forth in Column 3 of Appendices C-1 through C-3 for the Plan Years beginning on July 1, 2013; July 1, 2014; and July 1, 2015; and thereafter.

The Plan Administrator shall maintain a separate accounting of those Participants who consent to an increase in the effective rate for his or her Employer pick-up contributions and a separate accounting for those Participants who do not consent to an increase in the effective rate for his or her Employer pick-up contributions, in accordance with this Section 3.3.

BE IT FURTHER RESOLVED that Section 3.5 of the Plan shall be restated to read as follows:

Section 3.5 - Rates for Employer Pick-Up Contributions. A Participant shall contribute a percentage of his or her Compensation, as Employer Pick-Up Contributions required under Section 3.1 (the "Employer Pick-Up Contributions"), in accordance with the applicable Schedules of Rates for Employer Pick-Up Contributions set forth in either Appendix A, Appendices B-1 through B-4, or Appendices C-1 through C-3, as follows:

- (a) An Employee who was an Employee prior to July 1, 2007 and who does not consent to an increase in the effective rate for his or her Employer Pick-Up Contributions in accordance with Appendices B-1 through B-4 or Appendices C-1 through C-3 shall contribute to the Trust, as Employer Pick-Up Contributions made by the Employer, an amount computed by applying the Schedule of Rates for Employer Pick-Up Contributions set forth in Column 2 of Appendix A.
- (b) An Employee whose employment with the District commences on or after July 1, 2007, and any Participant who does consent to an increase in the effective rate for his or her Employer Pick-Up Contributions in accordance with Appendices B-1 through B-4 shall contribute to the Trust, as Employer Pick-Up Contributions made by the Employer, an amount computed by applying the Schedule of Rates for Employer Pick-Up Contributions set forth in Column 2 of Appendices B-1 through B-4 for the Plan Years beginning on July 1, 2007; July 1, 2008; July 1, 2009; and July 1, 2010; and thereafter.
- (c) An Employee (i) who was an Employee prior to July 1, 2013, (ii) who did consent to an increase in the effective rate for his or her Employer Pick-Up Contributions in accordance with Appendices B-1 through B-4, and (iii) who does not consent to an increase in the effective rate for his or her Employer Pick-Up Contributions in accordance with Appendices C-1 through C-3, shall contribute to the Trust, as Employer Pick-Up Contributions made by the Employer, an amount computed by applying the Schedule of Rates for Employer Pick-Up Contributions set forth in Column 2 of Appendices B-1 through B-4 for the Plan Years beginning on July 1, 2013, and thereafter.
- (d) An Employee whose employment with the District commences on or after July 1, 2007, and any Participant who does consent to an increase in the effective rate for his or her Employer Pick-Up Contributions in accordance with Appendices C-1 through C-3 shall contribute to the Trust, as Employer Pick-Up Contributions made by the Employer, an amount computed by applying the Schedule of Rates for Employer Pick-Up Contributions set forth in Column 2 of Appendices C-1 through C-3 for the Plan Years beginning on July 1, 2013; July 1, 2014; and July 1, 2015; and thereafter.
- (e) The rate of contribution established for any Participant at the time he or she becomes a Participant shall not be changed at any time thereafter, unless it shall be determined by the Administrator that an error was made in establishing the

Item No. 18**Page 4 of 4**

rate, and the rate shall remain constant during participation and shall apply to any Compensation received by the Participant in the Plan.

The Plan Administrator shall maintain a separate accounting of those Participants who consent to an increase in the effective rate for his or her Employer pick-up contributions and a separate accounting for those Participants who do not consent to an increase in the effective rate for his or her Employer pick-up contributions, in accordance with this Section 3.5.

BE IT FURTHER RESOLVED that the effective date of the amendments of Sections 3.3 and 3.5 of the Plan shall be July 1, 2013.

BE IT FURTHER RESOLVED that the Advisory Committee is hereby authorized and directed to establish the necessary or advisable procedures to allow each Participant a reasonable opportunity to consent to the computation of their employee contributions (to be made by the District to the Plan as Employer Pick-Up Contributions) in accordance with the increased rates for such contributions pursuant to Appendices C-1 through C-3.

BE IT FURTHER RESOLVED that, except as amended hereby, the Plan shall remain in full force and effect and that the form and content of the Plan, the provisions of which are incorporated herein by reference, be and the same hereby are in all respects authorized, approved, and confirmed; that the Superintendent of the District is hereby authorized and directed to execute and deliver the Plan for and on behalf of the District in substantially the form and content presented to the Board; and that, upon execution and delivery of the Plan, the Superintendent is authorized and directed to do all such acts and things and to execute all such documents as may be necessary to carry out and comply with the provisions of the Plan as executed.

BE IT FURTHER RESOLVED that the Superintendent is further directed to authorized the submission of the Plan, as amended, in restated form and such other information and documentation as determined to be necessary or advisable to the Internal Revenue Service, requesting a determination that the Plan, as amended by the foregoing resolutions, is qualified under applicable provisions of the Internal Revenue Code of 1986, as amended, and to complete such other actions on behalf of the District as shall be considered necessary or advisable for the qualification of the Plan.

Item No. 19**Page 1 of 1****Subject: PURCHASE OF DIFFERENTIATED LITERACY SOLUTION SOFTWARE LICENSE PACKAGES– GRADES 9-12 LITERACY****For: ACTION****Contact: Holly Crandell/Jeremy Schwennen****Attachments: None**

(holly.crandell@dmschools.org; 242-7568/jeremiah.schwennen@dmschools.org; 242-7924)

Issue: Purchase of differentiated literacy solutions software licenses to participating schools.

Superintendent's Recommendation: The superintendent recommends the board approve the purchase of differentiated literacy solutions software as proposed by ACHIEVE3000.

Background: Struggling readers at the high school level require more carefully constructed reading intervention than they have received in recent years. One of the areas where students need the most support is in reading challenging non-fiction text, and the Achieve3000 software will provide adaptive passages that students can engage with at the appropriate level to scaffold their skills and transition them to success in comprehending challenging nonfiction text across the content areas. Achieve3000, which offers the combination of three programs (KidBiz3000/ TeenBiz3000/ Empower3000 Differentiated Literacy Solution software packages), will support literacy intervention for a maximum of 250 students per site (5) for grades 9-12. The proposal also provides for ongoing services with regard to implementation, professional development and technical support.

Expenses: \$65,175.00

Presenter: None. Holly Crandell will be available to answer questions.

Funding Source: FY2012-2013 Curriculum Materials Budget

Publishers have guaranteed receipt of these materials by June 30, 2013.

Item No. 20**Page 1 of 1****Subject: PERSONNEL RECOMMENDATION****For: ACTION****Contact: Scott R. Mikesch**

(scott.mikesch@dmschools.org; 242-7972)

Attachment: None

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

Background:**RESIGNATION**

Name	School, Position	Effective Date	Reason
Friedman, Colleen	Willard, Kindergarten	1/15/2013	Personal

Item No. 21

Page 1 of 1

Subject: LIST OF BILLS FOR APPROVAL

For: ACTION

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

Attachment: None

Issue: A list of bills will be furnished to the board of directors at the board meeting for approval. The secretary will be glad to furnish information as requested on any of these items. Prior to the meeting, one member of the board will have checked this list with the invoices.

Item No. 22

Page 1 of 1

Subject: PLEASANT HILL ELEMENTARY ASBESTOS ABATEMENT

For: PUBLIC HEARING/ACTION

Contact: Bill Good

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

Attachments: None

Issue: Approval of the plans and specifications for the asbestos abatement related to the renovations and addition at Pleasant Hill Elementary School. Publication for the Public Hearing was included in The Des Moines Register on January 9, 2013.

Superintendent's Recommendation: The superintendent recommends that the board approve the plans and specifications prepared by Apex Companies for the asbestos abatement at Pleasant Hill Elementary School.

Presenters: None.

Background: The board approved the plans and specifications for the renovation and addition package for Pleasant Hill Elementary School at the December 11, 2012, board meeting. In order to complete the renovation and addition project, asbestos abatement work will be required.

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

Funding: Statewide Penny (Students First Program)

Minutes

The public hearing was called to order at 6:32 p.m. by Chair Murphy. With no speakers, the public hearing was closed.

Mr. Howard moved the superintendent's recommendation to approve the plans and specifications prepared by Apex Companies for the asbestos abatement at Pleasant Hill Elementary School, seconded by Ms. Boesen.

Aye: Boesen, Caldwell-Johnson, Elsbernd, Howard, Jongewaard, Murphy, Sweeney

Nay: None

Motion passed 7-0.

Item No. 23

Page 1 of 1

Subject: KURTZ BUILDING ELEVATOR ADDITION

For: PUBLIC HEARING/ACTION

Contact: Bill Good

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

Attachments: None

Issue: Approval of the plans and specifications for installation of an elevator addition at the Kurtz Building. Publication for the Public Hearing was included in The Des Moines Register on January 18, 2013.

Superintendent's Recommendation: The superintendent recommends that the board approve the plans and specifications prepared by Angelo Architectural Associates for an elevator addition at the Kurtz Building.

Background: This project will install a new elevator in order to provide accessibility to the second floor. Additionally, a new accessible restroom will be constructed on the second floor.

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

Funding: Physical Plant and Equipment Levy (PPEL)

Minutes

The public hearing was called to order at 6:33 p.m. by Chair Murphy. With no speakers, the public hearing was closed.

Ms. Elsbernd moved the superintendent's recommendation to approve the plans and specifications prepared by Angelo Architectural Associates for an elevator addition at the Kurtz Building; seconded by Ms. Boesen.

Aye: Boesen, Caldwell-Johnson, Elsbernd, Howard, Jongewaard, Murphy, Sweeney

Nay: None

Motion passed 7-0.

Item No. 24**Page 1 of 3****Subject: DES MOINES INDEPENDENT COMMUNITY SCHOOL DISTRICT
UNUSED SICK LEAVE AND EARLY RETIREMENT BENEFITS PLAN****For: ACTION****Presentation: None****Contact: Thomas Harper/Catherine McKay/
Scott Mikesh****Attachment: None**

(thomas.harper@dmschools.org; 242-7745/catherine.mckay@dmschools.org; 242-8137/
scott.mikesh@dmschools.org; 242-7972)

Issue: Benefit Plan changes**Superintendent's Recommendation:** The superintendent recommends that the board adopt changes as presented.**Presenters:** None. Cathy McKay, Scott Mikesh and Thomas Harper will be available for questions.**Background:** DMPS has had an early retirement benefits plan whereby teachers and administrators can use their unused sick leave to pay future health care costs. A summary of the main changes are:

- Effective immediately, the plan is amended to address individuals who have transferred from positions that were covered under the plan to positions not covered under the plan. Plan is amended as of July 1, 2013, to include specialists who are classified as exempt under FLSA.
- The requirement to work 100 days in the final contract year has been removed to eliminate potential disability discrimination.

Minutes

Speaker: Rossi Frith, 1229 15th Street, Des Moines

Ms. Boesen moved approval of the superintendent's recommendation; seconded by Ms. Elsbernd.

Cathy McKay explained that the purpose of the proposal is to maintain benefit eligibility for staff who have moved out of a certificated group to the specialists group without requiring the return to the certificated group and without identifying specific job titles within the specialists group. There are 132 (exempt) specialists eligible for this plan--approximately 40 were previously eligible as teachers and accumulated benefits prior to switching groups. The remaining individuals would start the plan beginning July 1.

Item No. 24**Page 2 of 3**

Scott Mikesh clarified that while staff receive a wage increase, they also increase the number of days worked so the daily rate does not dramatically differ. He believes a situation should not be created where there is a disincentive to advance in the organization and take more challenging positions. These specialist positions are often stepping stones to administrative positions and more demanding roles.

Extending this to everyone would require negotiations with groups covered by unions; whereas, the specialists are a meet-and-confer group.

Ms. Caldwell-Johnson stated she will be voting no based on people knowing what their choices are and the benefits based on those choices and also the notion of equity across the organization. We are creating a system that either we fix across the board or we're creating a system that leads to inequities that need to be addressed no matter what your place or role is in the organization.

Cathy McKay stated the plan amendment, as written, says anyone in a class that was previously qualified who became a specialist, their benefit was frozen and beginning July 1, 2013, they would begin to accrue again. Benefits administrators earned prior to moving into the specialist position would be maintained with early retirement benefits again accruing starting July 1.

The number of former teachers qualified is 5, with 16 others eligible to retire based on age and district service. The cost would be roughly \$40,000 for those carrying a balance over with them if all 5 retired. If the 16 others all retired and maxed out on their benefit, it would be roughly another \$12,000. Based on averages, the prediction would be 7 people retiring each year from the specialists group. The average annual payout for the 464 current, active retirees is \$10,000 per retiree.

The proposal is being presented at this time as there have been inquiries by specialists who have been former teachers.

Mr. Jongewaard stated he will be voting no as decisions on other salary and benefit issues have been delayed until the compensation study is completed.

Mr. Ahart stated in the recent past, some staff returned to the classroom for one year in order to capture the benefit; raising of the issue of what's the right thing for kids.

Ms. Boesen's concern is that the people who came out of the teaching ranks to take these specialist positions should not be penalized.

Mr. Murphy stated this is used as a cost-savings program based on employees hired to fill retiree vacancies are generally hired at a lower salary. It is also an incentive to curb use of sick leave.

Item No. 24**Page 3 of 3**

Mr. Ahart reminded the board that this program requires board approval each year and is not automatic.

Mr. Howard stated this is a starting point for discussion to provide an incentive to accumulate sick leave. He will probably vote for it with reservation and expectation for future dialogue.

Ms. Boesen moved to amend the resolution to cover those specialists with a teacher contract coming from the teacher ranks, allowing them to continue in their specialist position without losing their previously accrued benefit and being penalized. They would also start accruing benefits again beginning July 1, 2013. Seconded by Ms. Elsbernd.

Mr. Sweeney stated he will make a motion to table the issue until further discussion once the amendment is acted upon.

Mr. Howard requested clarification of staff classified as specialists. Mr. Mikesch listed nonexempt positions as secretarial staff, HR executive secretaries, and administrative assistants. The original proposal would have included exempt staff such as accountants in Business and Finance, HR specialists, etc. who are not certified teachers.

Mr. Murphy called for a roll-call vote on the amendment proposed by Ms. Boesen:

Aye: Jongewaard, Sweeney, Elsbernd, Boesen

Nay: Murphy, Caldwell-Johnson, Howard

Amendment passed 4-3.

Mr. Sweeney moved to table to motion, seconded by Mr. Jongewaard.

Per questions, Mr. Mikesch stated the current window to apply for early retirement closes February 28. The board has the option of opening an additional time period until March 31 or modifying the current window.

Mr. Murphy called for a roll-call vote on the motion to table the issue.

Aye: Howard, Caldwell-Johnson, Sweeney, Jongewaard

Nay: Boesen, Murphy, Elsbernd

Motion passed 4-3.

Ms. Caldwell-Johnson suggested board members submit specific questions to staff.

Mr. Murphy will schedule a work session.

Item No. 25**Page 1 of 6****Subject: PROPOSAL TO CLOSE GATEWAY SECONDARY SCHOOL****For: DISCUSSION****Presentation: PowerPoint****Contact: Tim Schott****Attachment: 13-006**

(timothy.schott@dmschools.org; 242-7871)

Issue: Closure of Gateway Secondary School**Superintendent's Recommendation:** The superintendent recommends the board review and discuss the proposal.**Presenters:** Tim Schott, Bill Good, Bryce Amos**Background:** Gateway Secondary School began in 2010 to pursue authorization as an IB Middle Years Programme in order to serve Walnut Street and Park Avenue Primary Years Programme students. Central Campus was chosen as the location for the school because recent renovation of classroom space for ELL programming on 3rd floor could be utilized to start the school.

In addition, Gateway Secondary School was planned to be the district's only Middle Years Programme to serve students all the way through 10th grade. By the 2013-2014 school year, Gateway would serve 6th – 10th graders, thus bridging the gap for the 9th and 10th grade years for interested students from any middle school.

At the time, Des Moines Public Schools had Middle Years Programmes in process at Merrill and Goodrell, which had capacity to serve the school of choice students from Walnut Street but not the neighborhood students from Park Avenue.

Since 2010, two additional comprehensive middle schools have begun pursuit of IB Middle Years Programme authorization; Meredith Middle School in 2011 as a 6th – 10th program in collaboration with Hoover High School and in 2012 Brody Middle School as a 6th – 8th program. With these changes, Des Moines Public Schools will have a comprehensive IB middle school in the north, south, east and west section of Des Moines, serving a total of more than 2,800 students and including a 9th and 10th grade option for interested students from any middle school.

Due to the duplication and expansion of IB programming in the district, in addition to financial and equity implications, the district is recommending the closure of Gateway School after the 2013-14 school year.

Minutes

Mr. Murphy commented on a recent newspaper article reporting that he favored closing Gateway School. He reviewed the conversation that was held with the reporter in which he did make the statement that was quoted, but it was not in the context of closing Gateway School.

Mr. Schott reviewed information contained in the attachment explaining why the recommendation to close Gateway is being made. The International Baccalaureate programming need that served as the impetus for Gateway Secondary School can now be met in a more comprehensive, equitable and sustainable manner after 2014 because of the addition of IB programming at two existing middle schools since Gateway began.

District administration is charged with optimizing community resources for the common good and, in our option, Gateway will not meet this charge. Gateway started because of unmet need. There were primary years programming at Walnut Street and Park Avenue and they needed a middle years program for those schools to feed into. Goodrell and Merrill could have accommodated Walnut Street, but not Park Avenue. Gateway was born to serve both those student populations. At that time, Gateway was going to be the only sixth- through tenth-grade program.

The current enrollment is 171 students in four grades. The planned capacity for Gateway is 60 students at every grade level, which has not been reached.

Five factors supporting the proposal are:

- 1) Gateway was added as the 11th middle school in 2010 for a very specific need that will soon not be relevant. It also meets that current need less comprehensively, less equitably, and less sustainably than the comprehensive middle schools—less comprehensively in the sense that there are Iowa Code elements that have been difficult to staff appropriately, IB requirements have been difficult for Gateway administration to staff appropriately, and there are extracurricular and cocurricular elements that Gateway cannot offer because of size. Less equitable in that per-pupil costs are higher and access to students is limited to those who can transport their children. Less sustainable because the IB network includes comprehensive middle schools that have track records of knowing how to provide the middle years program successfully. We have feeder-pattern alignment because the schools will be spread out throughout the city and sustainable in terms of staffing.
- 2) Staffing impact. There are 5 full-time and 19 part-time staff at Gateway for the current school year. The part-time staff have multiple grades or multiple content time and usually lack collaboration time with a similar peer. It is difficult to support IB standards and practices to cover all 8 content areas thoroughly and consistently. Applying the staffing formula used at the other middle schools would result in

Gateway qualifying for 8.8 full-time equivalent (FTE) positions with an additional .25 for world language as added to other IB schools. This is where the additional cost of \$600 per student is calculated.

- 3) Limited size impacts cost. Expenditures per enrollee at the comprehensive middle schools (not counting Gateway) for the 2011-2012 school year were \$3,656. The expenditures for 2011-2012 for Gateway were \$4,641, a difference of \$985 additional per student for Gateway staff.
- 4) Physical Space Utilization. Gateway is utilizing space at 1800 Grand previously renovated for ELL students that was available. Bill Good estimates \$1.7 million would be needed to renovate similar square footage. There is space available at the four comprehensive schools to accommodate Gateway students.
- 5) Sustainability. Gateway has functional limits—it does not have band, orchestra, chorus, or athletics. Authorization issues are looming due to what Gateway can't provide and also because of the number of staff who are only there part-time.

The district staff will provide as easy a transition as possible. For example, students living in the East attendance area would be guaranteed space at Goodrell and students applying for open enrollment would be placed at their first or second choice IB school. All Gateway students would be able to apply through open enrollment to a non-IB school.

Communication with families and students will begin immediately upon board action.

Speakers:

Diane Dornburg, 3529 82nd Street, Urbandale
 Ashlan Simpson, 4220 SW 12th Street, Des Moines
 Araceli Villanueva, 3125 Pleasant Street, West Des Moines
 Andrea and Jeff Corcoran, 533 Polk Blvd., Des Moines
 Kathe Irvine, 207 SW Caulder Avenue, Des Moines
 Jessica Edmundson, Des Moines
 Gloria Aguilar, 2608 Boston Avenue, Des Moines
 Daniel Watson, Des Moines
 Danny Watson, 2814 38th Street, Des Moines
 Kaleb Barjenbruch, 3232 State Avenue, Des Moines
 Tony Gordon, 9329 Parkside Lane, Urbandale, IA
 Jared Baker, 3205 45th Street, Des Moines
 McKenzie Johnson, 4125 Forest Avenue, Des Moines
 Regen Kuker, 1604 Beaver, Des Moines
 Beth Hicks, 644 33rd Street, Des Moines, IA
 Marzia Benson / Rob Benson, 4417 SW 29th Street, Des Moines, IA
 Tanner Drabek, 2602 10th Street SW, Altoona

Item No. 25**Page 4 of 6**

Anna Hyatt-Crozier, 2731 E. Porter Ave., Des Moines
Tim Murphy, 1708 Plaza Circle, Windsor Heights
Brian Jack, 2608 Eagle Point Court, Des Moines
Kristin Carlson, 315 37th Street, Des Moines
Jim Oliver, 211 28th Street, Des Moines
Shannon Hodges, 3232 State Avenue, Des Moines
Jennifer Clark, 2121 Evergreen Avenue, Des Moines
Kelly Donnelly, 3308 Maple Drive SW, Bondurant
Kathy Harris, 2318 E. Meadow Lane, Des Moines
Sarah Roeder, 2323 E. 11th Street, Des Moines
Christine Comito, 4921 Woodland Avenue, Des Moines
Tanya Keith, 1730 7th Street, Des Moines

The board recessed from 8:48 to 8:56 p.m.

Mr. Jongewaard would like numbers on open enrollment from outside the district. He sent an email previously requesting data included in the charts in the attachment be broken down by each middle school rather than using averages and include Cowles, Scavo and Moulton.

Ms. Boesen would like the financial comparisons, but not the achievement data.

Mr. Howard does not need the achievement, but would like financials.

Ms. Caldwell-Johnson would not be opposed to what Mr. Jongewaard has requested if it helps him formulate his decision.

Ms. Elsbernd feels the achievement data is not necessary but was provided in response to feedback from parents. She would like to see financial data.

Mr. Sweeney stated the board is charged with determining whether or not a school is closed with no rules on how to do such. The board has not established any policies establishing criteria to close a school, and he wonders why the board is considering closing Gateway. He also wants all the data for each middle school.

Mr. Murphy stated Mr. Jongewaard's request for financial data is supported by the board, but the request for achievement data is not.

Mr. Jongewaard then requested what the yardstick is for determining whether a school should be closed and the time frame given a school to meet the criteria.

Mr. Ahart confirmed the information requested can be provided and will send it to the board as soon as it's ready.

Mr. Sweeney further questioned the need and process to consider closing a school since the district is not in financial need, and the board has not tasked administration with closing a school.

Ms. Elsbernd wondered if SIG and other monies were applied for some of the comparisons. Mr. Schott stated there is a chart comparing general fund expenditures and a chart with staffing comparisons using this year's model. Mr. Ahart stated additional financial comparisons will be provided comparing same information. She also requested what barriers Gateway School has to reaching IB authorization, clarification on small class size and small school size, and is concerned about Gateway sharing extracurriculars with other high and middle schools.

Ms. Boesen asked where Gateway and Brody are in the authorization process. Can more 9-10 programs be offered in home high schools? How many Central Campus and Central Academy teachers are used to supplement the Gateway program, how does that fit with their work load, and what are potential future costs? She would like a breakdown of the number of students coming from Walnut Street, Park Avenue, and through open enrollment. Were any students from Walnut Street and Park Avenue turned away? She stated there has never been a policy regarding closing a school, but the administration is charged with being cost effective and providing the best equitable education opportunities for all students and do that in the manner they see to be the best for all kids.

Ms. Caldwell-Johnson wondered what tipped the scale for Gateway and would like to know what lead to the recommendation. Perhaps the problem is not having an IB strategy that allowed the implementation of IB districtwide with a plan and implementation network. She is hopeful that no matter what this decision is, the board will have focused discussions around what the IB plan is for the district and what the criteria are that triggers considering closing a school. She would like current enrollment numbers at Walnut Street, Downtown, and Park Avenue and not assume that all students in the Park Avenue district will matriculate to Brody for IB. It would be important to know if the numbers would sustain an IB program at Gateway. She also would like to see updated demographic data on growth in the city, especially since one of the primary places for new residential housing is downtown.

Mr. Howard is concerned that inaccurate statements have been made to parents regarding educational opportunities. He also would like to see demographic data for the south side of the city in relation to family dwellings. Mr. Good has had a recent conversation about updating this data and is waiting for a proposal; but it will not happen in the next couple of weeks. Mr. Howard would like to see a long-range goal on IB programming.

Item No. 25**Page 6 of 6**

Ms. Elsbernd would like to have clarification on the idea of equity and how access to programs at Central Campus plays into districtwide equity for middle school students.

Ms. Caldwell-Johnson offered that significant time be devoted at the next board meeting to go through the questions asked tonight and the requests for information and postpone the decision to the following meeting. Mr. Murphy polled the board members and the decision will be postponed as suggested.

Mr. Jongewaard requested the total extra cost for the Gateway program if at maximum enrollment and asked if there should be additional sections. What is the optimal use of this building?

Mr. Murphy expressed concerns about setting out specific criteria for closing a school as there are multiple scenarios. Discussion will continue at the next meeting.

Item No. 26**Page 1 of 3****Subject: TIME AND ATTENDANCE SOLUTION****For: DISCUSSION/ACTION****Presentation: PowerPoint****Contact: Thomas Harper****Attachment: None**

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

Issue: The current time and attendance solution is largely manual throughout the District. This leads to a significant amount of duplication of efforts, inaccuracy, and time spent on non-mission related items.

Superintendent's Recommendation: The superintendent recommends the board approve NovaTime as the vendor of choice for the district's Time and Attendance solution at a first-year cost of implementation of ~\$404K not to exceed \$500K. In the event the district needs to purchase additional time clocks to meet demand in the future, it will not require board action. Ongoing maintenance costs will be ~\$161K not to exceed \$200K per year (dependent on number of active employees).

Presenters: Nick Lenhardt, controller, and Scott Mikesch, executive director of Human Resources

Background: The district went through a formal Request for Proposal (RFP) process which is posted and available on the district's website. The district received ten responses from the RFP. Management then selected four vendors to present formalized demonstrations to district management (including department directors). This group then ranked each vendor based on the ability to meet the district's needs. The group selected NovaTime as the preferred choice.

The district spends a significant amount of time tracking and reporting time worked by employees. This creates a great deal of duplication, inaccurate results, a less than ideal user experience, and time spent on tasks other than carrying out the district's mission. It is recommended by the superintendent that the district implement an automated solution which will reduce duplication, improve accuracy, enhance the user experience, and enable staff to further focus on the district's mission. It is estimated the return on investment would be no longer than one year.

Attached please find a presentation for further detail.

Minutes

Mr. Harper introduced Nick Lenhardt, the new district controller, who briefly reviewed the current process for payroll and leave request processing. A business process review was completed last summer which confirmed the need to move forward from a 1985-era system currently being used.

Item No. 26**Page2 of 3**

The formal RFP process was followed with ten vendors submitting packets which was narrowed down to four. Each vendor was provided generous time for a demonstration attended by representatives for each department director and core group. The recommendation was NovaTime. The cost would be \$404,000 (up to \$500,000 should additional hardware be needed) for first-year implementation. Ongoing expense is \$160,000 with software from a service provider, eliminating the need to purchase and manage servers. The expense would come from the general fund. The yearly expense is computed based on the number of employees.

With 60 facilities and 5,000 employees, a vast majority of support functions consume from one to three days per week for data entry and manual components with the current system. All employees will be required to use the new system. The Transportation area currently uses a time clock, but the system not meeting needs. Looking at upgrading their system lead to implementing a system districtwide.

Mr. Howard expressed concern about ensuring the system shows required time for lunch, etc. to avoid possible violations.

This is a biometric system which uses a fingerprint scan and makes individuals responsible.

Ms. Caldwell-Johnson requested a list of other items anticipated for implementation this year and for next fiscal year with projected costs. If we intend to do another set aside for major process improvements, she requested a list of what those are for budget deliberations. The board agreed to ask for the information.

Mr. Jongewaard wondered where in the budget the allocation can be found. There were changes last year for additional money for staff expansions. An estimate was provided in October and have we expended any of that yet, and what are the intentions of spending it? The board really didn't go along using it for one-time expenditures.

Thomas Harper stated the \$2M has not been expended thus far this year. The charge was to spend \$2M per year over a four-year period. If we do not expend those funds before the end of the fiscal year, they will be carried over and either be extended an additional year or spend \$4M in the next year. Mr. Jongewaard would like an estimate of what those expenditures would be in future years just as the process improvement funds request. Mr. Harper agreed to put together a list.

Speaker: Keith Moran, Kronos, St. Louis Park, Minnesota

Mr. Lenhardt and Mr. Harper addressed the comments made by Mr. Moran.

Following additional discussion, Patricia Lantz suggested devising a performance contract with various monitoring/measurement clauses. If the company doesn't perform

Item No. 26**Page3 of 3**

adequately or in the manner expected, they receive a declining payment for every deliverable they miss or every touch point they don't make. It would be open for negotiation if the contract was not part of the RFP. Members of the board expressed support in using methods to safeguard district investments.

Ms. Boesen moved to approve this recommendation based on successfully negotiating a performance contract. Seconded by Mr. Howard.

Aye: Howard, Boesen, Caldwell-Johnson, Elsbernd, Sweeney, Jongewaard

Nay: Murphy

Motion passed 6-1