

**DES MOINES PUBLIC SCHOOLS
REGULAR SCHOOL BOARD MEETING
BOARDROOM — 1800 GRAND**

**MINUTES
October 2, 2012**

PUBLIC FORUM — 5:44 p.m. – 6:03 p.m.

The Board of Directors held a public forum on Tuesday, October 2, 2012, in the boardroom at 1800 Grand; Dick Murphy presiding.

Present: Boesen, Caldwell-Johnson, Elsbernd, Howard, Jongewaard, Murphy, Sweeney
Absent: None

Speakers: Carol Tiernan, 318 E. Edison Ave., Des Moines
Steve Fucaloro, 607 SW Payton, Des Moines
Jennifer Mihalovich, 121 E. Belmont, Des Moines
Mariah Flowers, 5213 SE 8th St., Des Moines
Lauri Mihalovich, 3215 Fairlane Dr., Des Moines
Ray Thompson, 3811 Thornwood Circle, West Des Moines

REGULAR MEETING — 6:03 p.m.

The Board of Directors met in regular session on Tuesday, October 2, 2012, in the boardroom at 1800 Grand; Dick Murphy presiding.

Present: Boesen, Caldwell-Johnson, Elsbernd, Howard, Jongewaard, Murphy, Sweeney
Absent: None

APPROVAL OF AGENDA — 6:04 p.m.

Ms. Caldwell-Johnson moved approval of the agenda; second by Ms. Boesen.

Aye: Boesen, Caldwell-Johnson, Elsbernd, Howard, Jongewaard, Murphy, Sweeney
Nay: None

Motion carried 7-0.

APPROVAL OF MINUTES — 6:04 p.m.

Mr. Howard moved approval of the minutes for September 18, 2012; second by Ms. Caldwell-Johnson.

Aye: Boesen, Caldwell-Johnson, Elsbernd, Howard, Jongewaard, Murphy, Sweeney
Nay: None

Motion carried 7-0.

DISTRICT RECOGNITIONS — 6:05 P.M.

The district had a record number of 29 students named as AP National Scholars by the College Board. To earn the prestigious AP National Scholar Award a student must take eight or more AP exams and receive a near perfect score of four or higher (on a scale of 1-5) on each exam. At least one student from each of Des Moines' five high schools was recognized and one student earned the award as a sophomore. This year's winner of the female State AP Scholar for Iowa is Kayleigh Hauri, a 2012 Roosevelt High School graduate now attending Georgetown University.

Nine DMPS students were named as semi-finalists in the National Merit Scholarship competition. These students were selected based on their strong performance on the Preliminary SAT (PSAT) test taken earlier this year: Jillian Brown (Roosevelt), Daniel Comito (Roosevelt), Ashley De Haan (East), Karina Foster-Middleton (Roosevelt), Crystal Hou (Roosevelt), Nathan Leys (Roosevelt), Luke Sheeley (Roosevelt), John Shumway (Roosevelt), and Seth Van Helten (East).

CONSENT ITEMS — 6:08 p.m.

7. Approval of Contract(s).....	1
8. Award of Contract(s) on Bid	2
9. Award of Order on State Contract	3
10. Reappointment of Audit Committee Member	4
11. Appointment of Audit Committee Chairperson	5
12. Personnel Recommendations	6
13. Approval of Bills	7

Minutes

Ms. Boesen moved to approve the consent items, including payment of bills previously authorized and certified and reviewed by her in the amount of \$3,577,475.02 and unpaid bills in the amount of \$1,860,941.74; second by Mr. Howard.

Aye: Boesen, Caldwell-Johnson, Elsbernd, Howard, Jongewaard, Murphy, Sweeney
Nay: None

Motion passed 7-0

Public Hearing and Action — 6:10 p.m.

14. Resolution to Hold Public Hearing: Granting a Permanent Easement to Qwest, dba CenturyLink QC, at King Elementary School (passed 7-0)	8
15. Resolution to Hold Public Hearing: Granting a Permanent Easement to Qwest, dba CenturyLink QC, at Lincoln High School (passed 7-0)	10

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16. Resolution to Hold Public Hearing: Sale of Wallace Elementary, 1401 East 12 th Street (passed 7-0).....	12
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Other — 6:10 p.m.

17. Policy 860: Volunteers (passed 7-0).....	14
18. Monitoring Report for Management limitation 2.2: Treatment of Faculty/Staff (passed 7-0)	16
19. Superintendent Search Firms (passed 7-0).....	18

REQUESTS FOR INFORMATION — 7:43 p.m.

Mr. Howard suggested members of the board consider purchasing and wearing polo shirts, available through Purchasing, with the district logo.

Mr. Jongewaard requested a copy of the RFP on the compensation equity study which will be provided to the board. Mr. Ahart confirmed the board will be involved in setting the scope of the work.

Mr. Jongewaard requested the revised budget “map,” including revisions that have been made to the overall expenditures and new amount of revenue projected. Mr. Ahart will provide that to the board.

CHAIR’S REPORT — 7:55 p.m.

Mr. Murphy presented Ms. Caldwell-Johnson with a gift for her service as chair for the past year.

SUPERINTENDENT’S REPORT — 7:55 p.m.

High school web site updates are nearing completion. Thanks expressed to Dan Warren, Adam Rohwer and Mike Vukovich for their assistance. A demonstration will be provided in the near future.

The Race to the Top application due date is approaching. Highlights of the completed application will be share when ready.

The annual educator quality professional development day was held on September 26 with over 2,400 teachers participating. District facilities were used almost exclusively with district teachers providing almost all of the training. Holding this training earlier in the year will allow for better implementation and effective practices. Thanks were expressed to Margi Rivera from Technology and Kelly Hanlon from Curriculum, Instruction and Assessment for putting together an online catalog, registration, attendance and evaluation and to all staff providing PD instruction to their peers.

ADJOURN — 7:54 p.m.

Item No. 7

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Subject: APPROVAL OF CONTRACT(S)

For: ACTION

Contact: Various

Attachments: None

Contract No. 12-037

Project: Findley's Before and After School Tutoring

Contractor: Imagine Learning

Background: Findley will use Imagine Learning primarily from 8:00-8:30 a.m. and 3:30-4:00 p.m. with K-5 students as an additional literacy experience for ELL and significantly discrepant students.

Financial:

Revenues: \$0

Expenses: \$43,500.00

Funding Source: Findley's School Improvement Grant

New or Renewal: New and Perpetual

Contact: Tara Owen

(tara.owen@dmschools.org; 242-8407)

Item No. 8**Page 1 of 1****Subject: AWARD OF CONTRACT(S) ON BID****For: ACTION****Contact: Various****Attachments: None**

Issue: Bids have been advertised, issued and received for various equipment items, supplies, and services as outlined below.

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

Background: Facility Management requires the use of construction services (carpentry, drywall, insulation, and suspended ceiling grid work) on an as needed basis. In order to maximize the district's funds, a bid proposal was released to area providers to secure competitive rates. The result is the selection of one primary and one secondary firm to provide these services when required by the district's Facility Manager.

A. Bid B6569 CONSTRUCTION SERVICES FY 2012-2013

Trinity Construction Group	Des Moines, IA	Primary
The Samuels Group	Des Moines, IA	Secondary
Total		\$100,000.00

Bids were examined by the Purchasing & Facility Management Departments.

A complete tabulation of the bid is available: [B6569-Construction-Services-Bid-Tabulation.pdf](#). 80 Bids were sent, 5 Bids were received, and 75 did not respond.

Funding Source: Facility Management Accounts.

Contact: Dave Silver
(david.silver@dmschools.org; 242-7700)

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Subject: AWARD OF ORDER ON STATE CONTRACT

For: ACTION

Contact: Sheila Mason
(Sheila.mason@dmschools.org; 242-7980)

Attachments: None

Issue: Award of order for the purchase of a four tractors to be used for snow removal at various district locations.

Superintendent's Recommendation: The superintendent recommends the purchase of the item listed above be awarded to Great America Outdoors in Urbandale, Iowa, in the amount of \$8,125.00 each for a total expenditure of \$32,500.00.

Presenters: None

Background: Custodial Service Department is utilizing the Iowa Department of Transportation Services Contract: IDOT #4425-9 for this purchase rather than the normal bidding process.

Funding Source: Physical Plant and Equipment Levy (PPEL)

Contact: Sheila Mason

Item No. 10**Page 1 of 1****Subject: REAPPOINTMENT OF AUDIT COMMITTEE MEMBER****For: ACTION****Contact: Samantha Brincks****Attachments: None**

(samantha.brincks@dmschools.org; 242-7685)

Issue: Reappointment of Audit Committee Member.

Superintendent's Recommendation: The superintendent recommends the Board approve the reappointment of Mr. Robert (Skeet) Wootten to the district's Audit Committee. Mr. Wootten would serve for a three-year term ending September 2015.

Presenter: None.

Background: Board Policy Code 217 requires audit committee members to be appointed by the Board and guided by a board-approved charter. The committee shall be comprised of up to five voting members, including:

1. One person who is a Certified Public Accountant (CPA) in good standing with the Iowa Accountancy Examining Board, preferably a member of the Iowa Society of CPAs.
2. One member who is a member of the Institute of Internal Auditors.
3. One member who is a representative of the business community.
4. Two members who are at-large members of the community.

The members shall serve three-year terms. New appointments and the appointment of a chairperson shall be approved by the Board at the first meeting in October or as necessary.

An appointee of the Board of Directors will attend committee meetings as an ex-officio, non-voting member.

The Audit Committee has reappointed Mr. Robert (Skeet) Wootten for another three-year term. He is a financial consultant with Wells Fargo Advisors and represents the business community. Mr. Wootten was originally appointed to the committee in 1999, is a past chair of both the Audit Committee and the District Financial Advisory Committee, and has served on the Citizens Budget Advisory Committee.

Item No. 11**Page 1 of 1****Subject: APPOINTMENT OF AUDIT COMMITTEE CHAIRPERSON****For: ACTION****Contact: Samantha Brincks****Attachments: None**

(samantha.brincks@dmschools.org; 242-7685)

Issue: Appointment of Audit Committee Chairperson.

Superintendent's Recommendation: The superintendent recommends the Board approve the appointment of Mr. Robert (Skeet) Wootten as the Chairperson of the district's Audit Committee. Mr. Wootten would serve for a one-year term ending September 2013.

Presenter: None.

Background: The Audit Committee was established by and operates under the authority of the Des Moines School Board Policy Series 200, Code 217. Under the Audit Committee Charter, the appointment of a chairperson shall be approved by the Board at the first meeting in October or as necessary.

The Audit Committee has selected Mr. Skeet Wootten to be chairperson. He is a financial consultant with Wells Fargo Advisors. Mr. Wootten was originally appointed to the committee in 1999.

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Item No. 12**Page 1 of 1****Subject: PERSONNEL RECOMMENDATION****For: ACTION****Contact: Scott R. Mikesch**
(scott.mikesch@dmschools.org; 242-7972)**Attachments: None**

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

RESIGNATION

Name	School, Position	Effective Date	Reason
Tiffany, Dana	Student Services, Psychologist	08/22/2012	Personal

Item No. 13

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Subject: LIST OF BILLS FOR APPROVAL

For: ACTION

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

Attachments: 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. 14**Page 1 of 2**

Subject: RESOLUTION TO HOLD PUBLIC HEARING: GRANTING A PERMANENT EASEMENT TO QWEST, dba CENTURYLINK QC, AT KING ELEMENTARY SCHOOL

For: ACTION

Attachments: None

Contact: Bill Good

Presentation: None

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

Issue: Qwest Corporation, dba CenturyLink QC, is requesting the granting of a permanent easement for telecommunications equipment placement and upgrades. Qwest will pay the Des Moines Public Schools \$2,500 for the purpose of improvements to the easement.

Superintendent's Recommendation: The superintendent recommends the Board approve the resolution to hold a public hearing for the purpose of granting a permanent telecommunications equipment easement to Qwest Corporation (dba CenturyLink QC).

RESOLUTION

WHEREAS, the Board of Directors of the Des Moines Independent Community School District (the "District") has received a proposal to grant an easement to Qwest Corporation (dba CenturyLink QC) over, under, through, and across the District's real property located at King Elementary School, 1849 Forest Avenue, Des Moines, Iowa and legally described as follows:

Property Description: Lot 13 and 14, in block 3 in Marquardt's second addition to north Des Moines, now included in and forming a part of the City of Des Moines, Iowa. According to the recorded warranty deed filed in Book 4331, page 570.

The easement description: A parcel of land for telecommunications purposes, more particularly described as: the south 10 feet of the west 18 feet of the east 52.50 feet of lot 13 in block 3 in Marquardt's second addition to North Des Moines, now included in and forming a part of the city of Des Moines, Iowa. Said easement contains 180 square feet, more or less.

WHEREAS, it is appropriate to publish a Notice of the proposed grant of easement and of the hearing and to receive and consider objections and petitions.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Des Moines Independent Community School District:

Section 1. That this Board shall set a public hearing, on the grant to Qwest Corporation (dba CenturyLink QC), for a telecom equipment easement over, under, through, and across the above described property, for October 16, 2012, at 6 o'clock p.m. in the Des Moines Independent Community School District Board Room, 1800 Grand Avenue, Des Moines, Iowa 50309.

Section 2. That the Secretary is authorized and directed to prepare, publish, and distribute the Notice of Hearing.

Minutes

The public hearing was called to order at 6:13 p.m. No speakers came forward, and the public hearing was closed. Ms. Caldwell-Johnson moved approval of the resolution to

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hold a public hearing for the purpose of granting a permanent telecommunications equipment easement to Qwest Corporation (dba CenturyLink QC) at King Elementary School, second by Ms. Elsbernd.

Aye: Boesen, Caldwell-Johnson, Elsbernd, Howard, Jongewaard, Murphy, Sweeney
Nay: None

Motion carried 7-0.

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Subject: RESOLUTION TO HOLD PUBLIC HEARING: GRANTING A PERMANENT EASEMENT TO QWEST, dba CENTURYLINK QC, AT LINCOLN HIGH SCHOOL

For: ACTION

Attachments: None

Contact: Bill Good

Presentation: None

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

Issue: Qwest Corporation, dba CenturyLink QC, is requesting the granting of a permanent easement for telecommunications equipment placement and upgrades. Qwest will pay the Des Moines Public Schools \$2,500 for the purpose of improvements to the easement.

Superintendent's Recommendation: The superintendent recommends the Board approve the resolution to hold a public hearing for the purpose of granting a permanent telecommunications equipment easement to Qwest Corporation (dba CenturyLink QC).

RESOLUTION

WHEREAS, the Board of Directors of the Des Moines Independent Community School District (the "District") has received a proposal to grant an easement to Qwest Corporation (dba CenturyLink QC) over, under, through, and across the District's real property located at Lincoln High School, 2600 SW 9th St, Des Moines, Iowa and legally described as follows:

Property Description: The west 104 feet of lot 8 and the east 6 feet of lot 4, all in Bell Place, and official plat, now included in and forming a part of the City of Des Moines, Iowa. According to the recorded warranty deed filed in Book 3301, page 488 in the Polk County Recorder's office.

The easement description: A parcel of land for telecommunications purposes, more particularly described as: Commencing at the southwest corner of lot 9 in Bell Place; thence south 89 degrees, 58 minutes, 45 seconds east along and upon the north right of way line of Loomis Avenue for a distance of 346.27 feet to the true point of beginning; thence north 00 degrees, 01 minutes, 15 seconds east for a distance of 25.00 feet; thence south 89 degrees, 58 minutes, 45 seconds east for a distance of 15.00 feet; thence south 00 degrees, 01 minutes, 15 seconds, west for a distance of 25.00 feet to the said north right of way line; thence north 89 degrees, 58 minutes, 45 seconds west along and upon said right of way line for a distance of 15.00 to the point of beginning and there terminating as shown. Said easement contains 375 square feet, more or less.

WHEREAS, it is appropriate to publish a notice of the proposed grant of easement and of the hearing and to receive and consider objections and petitions.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Des Moines Independent Community School District:

Section 1. That this Board shall set a public hearing, on the grant to Qwest Corporation (dba CenturyLink QC), for a telecom equipment easement over, under, through, and across the above described property, for October 16, 2012, at 6 o'clock p.m. in the Des Moines Independent Community School District Board Room, 1800 Grand Avenue, Des Moines, Iowa 50309.

Section 2. That the Secretary is authorized and directed to prepare, publish, and distribute the Notice of Hearing.

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Minutes

The public hearing was called to order at 6:15 p.m. No speakers came forward, and the public hearing was closed. Ms. Elsbernd moved approval of the resolution to hold a public hearing for the purpose of granting a permanent telecommunications equipment easement to Qwest Corporation (dba CenturyLink QC) at Lincoln High School, second by Ms. Caldwell-Johnson.

Aye: Boesen, Caldwell-Johnson, Elsbernd, Howard, Jongewaard, Murphy, Sweeney
Nay: None

Motion carried 7-0.

Item No. 16**Page 1 of 2****Subject: RESOLUTION TO HOLD PUBLIC HEARING:
SALE OF WALLACE ELEMENTARY 1401 EAST 12th STREET****For: ACTION****Contact: Bill Good**

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

Attachments: None

Issue: Sale of property at 1401 East 12th St. known as Wallace Elementary, Des Moines, Iowa 50321

Background: The district owns the property at 1401 East 12th St. Beginning in January 2010, the district has been actively marketing this property and on October 4, 2011, the board approved continued pursuit for the sale of the property.

Superintendent's Recommendation: The superintendent recommends the board approve the resolution to hold a public hearing for the purpose of selling the property located at 1401 East 12th St.

RESOLUTION

WHEREAS, the Board of Directors of the Des Moines Independent Community School District (the "District") has received a proposal to sell certain of its property to Olivet University in the amount of \$100,000. The area subject to the sale is 1401 E. 12th Street, Des Moines, Iowa 50321, and is legally described as follows:

LOTS 175, 176, 177, 178, 179, 180, 181, 182, 247, 248, 249, 250, 251, 252, 253, AND 254, CAPITAL PARK, AN OFFICIAL PLAT,

AND ALL THAT PART OF THE NORTH-SOUTH ALLEY VACATED BY ORDINANCE 3655, PASSED JULY 10, 1926, LYING BETWEEN EAST 12TH STREET AND EAST 13TH STREET, EXTENDING FROM THE NORTH LINE OF CLEVELAND AVENUE TO A LINE 20 FEET SOUTH OF AND PARALLEL TO THE NORTHERLY LINE OF LOTS 178 AND 252, IN CAPITAL PARK, AN OFFICIAL PLAT,

AND THAT PART OF THE FORMER DES MOINES & MINNESOTA RAILROAD COMPANY 50 FEET RIGHT-OF-WAY IN SE ¼ OF SECTION 35-79-24 BETWEEN EAST 12TH AND EAST 13TH STREETS, LYING SOUTHERLY OF LOTS 177 AND 253 AND NORTHERLY OF LOTS 178 AND 252, IN CAPITAL PARK, AN OFFICIAL PLAT,

ALL NOW INCLUDED IN AND FORMING A PART OF THE CITY OF DES MOINES, POLK COUNTY, IOWA

WHEREAS, it is appropriate to publish a Notice of the proposed sale and of the hearing and to receive and consider objections and petitions.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Des Moines Independent Community School District:

Section 1. That this Board shall set a public hearing on the proposed sale for October 16, 2012, at 6 o'clock p.m. in the Des Moines Independent Community School District Board Room, 1800 Grand Avenue, Des Moines, Iowa 50309.

Section 2. That the Secretary is authorized and directed to prepare, publish, and distribute the Notice of Hearing.

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Minutes

The public hearing was called to order at 6:16 p.m. Bill Good stated that Jonathan Park was present from Olivet Theological College and Seminary. Mr. Park stated the plan for the site is to make it an extension campus of Olivet University, located in San Francisco. There are other extension locations, including one in Canada, with most on either coast. This Midwest location would provide theology courses and language courses. The building would provide classroom, conference room and office spaces; an auditorium; gymnasium and a bookstore. The chair of the Capitol Park Neighborhood Association, Lorraine Eldredge, stated her support of the College and will be sharing the information with the neighborhood.

With no other speakers, the public hearing was closed. Mr. Sweeney moved approval of the resolution to hold a public hearing for the purpose of selling the property located at 1401 East 12th St. formerly known as Wallace Elementary School, second by Ms. Boesen.

Aye: Boesen, Caldwell-Johnson, Elsbernd, Howard, Jongewaard, Murphy, Sweeney
Nay: None

Motion passed 7-0.

Item No. 17**Page 1 of 2****Subject: POLICY 860: VOLUNTEERS****For: ACTION****Attachments: None****Contact: Bryce Amos****Presentation: None**(bryce.amos@dmschools.org/242-7660)

Issue: The district encourages volunteers and feels it is prudent to screen volunteers to maintain safety in our buildings.

Superintendent's Recommendation: The superintendent recommends the board approve the proposed change to the current policy on volunteers.

Presenters: None

Background: The district conducts background checks on all employees prior to hiring and feels it prudent to conduct at least a basic background search for volunteers who are also in contact with students.

Proposed Revision:

The Des Moines Public Schools Board of Directors promotes and encourages the ongoing and active use of volunteers to help further develop parental, community, and civic involvement with school sites while at the same time ensuring an appropriate level of safety and security in our buildings. Volunteers are recognized as an important component of a successful and comprehensive school program design by enriching and expanding the educational opportunities available to the students of the Des Moines Public Schools.

All prospective volunteers must complete a volunteer application and consent to a background check including but not limited to screening for assault, felony convictions, child and dependent abuse charges.

A volunteer is defined as a non-paid person functioning within the policies of the Des Moines Public Schools Board of Directors who shall serve under the immediate supervision and discretion of the professional staff to whom he/she is assigned.

The Des Moines Independent Community School District will provide a fair, supportive and non-discriminatory environment for all volunteers and will not discriminate against volunteers or prospective volunteers on the basis of race, color, national origin, gender, disability, religion, creed, age, marital status, sexual orientation, gender identity or socioeconomic status.

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Minutes

Bryce Amos has met with staff and expects implementation to occur around January or February in order to purchase software, receive training and develop procedures for the schools. Contractors are required to provide documentation they have performed background checks on their employees, as do community-based organizations on a yearly basis.

Mr. Howard moved approval of the revision to Policy 860: Volunteers, second by Ms. Boesen.

Aye: Boesen, Caldwell-Johnson, Elsbernd, Howard, Jongewaard, Murphy, Sweeney
Nay: None

Motion passed 7-0.

Item No. 18**Page 1 of 2****Subject: MONITORING REPORT FOR MANAGEMENT LIMITATION 2.2:
TREATMENT OF FACULTY/STAFF****For: DISCUSSION / ACTION****Attachments: 12-061****Contact: Scott R. Mikesch****Presentation: Yes**

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

Issue: Board Governance Policy 3.4 — Monitoring superintendent performance includes a schedule relative to monitoring reports that requires an annual monitoring report on Management Limitation 2.2 — Treatment of Faculty/Staff.

Superintendent's Recommendation: The superintendent recommends that the Board receive, discuss, and take action on the annual monitoring report for Management Limitation 2.2 — Treatment of Faculty/Staff.

Background: The Board adopted Policy Governance on November 21, 2007, which included a schedule of monitoring reports. The Management Limitation 2.2 —Treatment of Faculty/Staff report is included as Attachment 12-061.

Management Limitation 2.2 states: With respect to the treatment of employees, the Superintendent shall not cause or allow conditions that are unsafe, unfair, unhealthy, or unprofessional.

Accordingly, pertaining to staff, the superintendent shall not:

1. Operate without a written personnel manual, approved by legal counsel, which clarifies personnel rules for employees, provides for effective and timely handling of complaints and grievances, and protects against wrongful conditions.
2. Retaliate against an employee for reporting to management or to the Board of Directors acts or omissions by personnel, management or the Board of Directors that the employee believes, in good faith and based on credible information, constitutes a violation of state or federal law or a governing policy of the Board.
3. Prevent staff from appealing a complaint to the Board when (1) all internal complaint procedures have been exhausted and (2) the employee provides a substantive and credible allegation that Board policy has been violated. This policy does not apply to grievances as contemplated under the respective collective bargaining agreements governing the Des Moines Education Association union and the American Federation of State, County, and Municipal Employees union as grievances under those contracts follow contractual provision and state law.
4. Fail to acquaint staff with this policy, and the Superintendent's interpretations of their protections under this policy.

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Minutes

Tom Ahart noted that the report has been enriched since last year based on feedback. A survey that is easier to administer to staff is being sought that can also be desegregated by staff classification and hope to add to next year's report.

Scott Mikesh provided a presentation on the report. He stated that providing a safe working environment was deemed met based on conducting background checks on applicants, the addition of security cameras throughout the district, adding security access point into buildings, requiring pre-employment physicals and physicals on employees under certain circumstances, no increase in the number of workers' compensation claims from the previous year, and responses to applicable questions on an employee survey.

Measuring unfair or unprofessional conditions was based on the number of grievances and complaints filed, responses to exit surveys, claims of retaliation, issues with regard to appeal problems, issues with notices to staff, and responses to applicable questions on an employee survey.

Board member comments included:

- Provide a break down between certified and noncertified staff.
- Concern expressed for spike in hostile work environment claims.
- Ensure all supervisors are trained in evaluating staff, and evaluations are used for continuous improvement.
- Find a survey tool to make it consistent and provide longitudinal data.
- Staff need to feel confident responses are anonymous.
- Would like more staff completing the survey which may require paper copies for groups without access to computers. May also need to consider conducting the survey at a different time of the year.
- Provide option to explain responses.
- Ensure staff are aware who is first aid and CPR certified in each building.
- Ethnic minorities and physically disabled staff may not be having their needs met based on responses to related questions.

Speakers: Andrew Rasmussen, DMEA; Steve Barnes, AFSCME; Greg Harris, DMEA

Tom Ahart will provide information on variances in salary increases and compensation for different categories.

A motion to accept the monitoring report on Treatment of Faculty and Staff with an interim report on consistency, longitudinal data and timing was moved by Ms. Boesen, second by Ms. Elsbernd.

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

Nay: None

Motion passed 7-0.

Item No. 19**Page 1 of 1****Subject: SUPERINTENDENT SEARCH FIRM****For: DISCUSSION/ACTION****Attachments: None****Contact: Board****Presentation: None**

Issue: The Board is in the process of selecting a firm to assist in the search for a superintendent.

Background: The board appointed an interim superintendent in May in order to conduct a search for a permanent superintendent effective July 1, 2013. A Request for Proposal for a Consultant to Assist in the Search for a Superintendent of Schools was issued August 27, 2012, with four firms responding. Interviews were scheduled for Monday, October 1. The board will discuss the information obtained and determine a selection.

Minutes

Mr. Murphy stated that a search firm is being hired to seek out good candidates whether or not they are looking for a new position, to involve the community in the process, to develop a profile on the kind of superintendent the district needs, and to present those candidates to the board and the top selections to the public.

After surveying each board member on their top two choices and following discussion, Ms. Caldwell-Johnson moved that the board accept the proposal from Ray and Associates, pending successful contract negotiations and other due diligence as may be deemed necessary, second by Ms. Elsbernd.

Aye: Boesen, Caldwell-Johnson, Elsbernd, Howard, Jongewaard, Murphy, Sweeney
Nay: None

Motion passed 7-0.