

**DES MOINES PUBLIC SCHOOLS
REGULAR SCHOOL BOARD MEETING
BOARDROOM — 1800 GRAND
MINUTES
November 27, 2012**

PUBLIC FORUM — 5:45 p.m. –5:52 p.m.

The Board of Directors held a public forum on Tuesday, November 27, 2012, in the boardroom at 1800 Grand; Dick Murphy presiding.

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

Speakers: John Kline, Steve Barnes, Andrew Rasmussen

REGULAR MEETING — 6:00 p.m.

The Board of Directors met in regular session on Tuesday, November 27, 2012, in the boardroom at 1800 Grand; Dick Murphy presiding.

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

APPROVAL OF AGENDA — 6:01 p.m.

Mr. Jongewaard moved approval of the agenda with item number 27—2013 Legislative Services—moved to consent; second by Mr. Howard.

Motion passed 7-0.

APPROVAL OF MINUTES — 6:01 p.m.

Minutes of the November 13, 2012, meeting were moved for approval by Mr. Howard; second by Ms. Boesen.

Motion passed 7-0.

DISTRICT RECOGNITIONS — 6:02 P.M. None

CONSENT ITEMS — 6:02 p.m.

7. Approval of Contract(s).....	1
8. Award of Contracts on Bid.....	3
9. Agreement with Des Moines University	4
9A. Agreement for Government Relations Services	5
10. Final Acceptance of Bid No. B6296: Brody Middle School Window Replacement...	6
11. Merrill Middle School Roof Replacement	7
12. Walnut Street School Roof Replacement	8
13. Walnut Street School Wall Restoration	9
14. Physical Education Waiver	10

15. Physical Education Waiver—Alternative High Schools	11
16. Resolution to Hold Public Hearing: Sale of .02 Acres of Property to City Located on District Property next to Elm Grove Cemetery	12
17. Park Avenue Elementary School Wall Restoration	13
18. Personnel Recommendations	14
19. List of Bills	16

Minutes

Ms. Caldwell-Johnson moved that the board approve the consent items, including payment of bills previously authorized and certified by the secretary in the amount of \$201,868.41 and unpaid bills in the amount of \$1,043,083.63. In addition, the consent agenda includes the authorization to enter into an agreement with Larson, Shannahan, Slifka Group to provide government relations representation for the school district as indicated in revised consent item number 9A. Second by Ms. Elsbernd.

Mr. Murphy confirmed that a meeting would be held this year with the legislative delegation and district lobbyist.

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

Other — 6:04 p.m.

20. United Way of Central Iowa (UWCI) *	17
21. Final Plans for Findley Elementary School Addition and Mechanical and Electrical Upgrades.....	18
22. Proposed changes to 200 and 300 Series (passed 7-0)	20
23. Monitoring Report for Management Limitation 2.3—Financial Condition and Activities for the Quarter Ending September 30, 2012 (passed 6-1)	21
24. Student Achievement Monitoring Report 2 *	23
25. FY 2014 Budget Parameters *	25
26. 2012 Enrollment Report *	27

Public Hearings — 9:33 p.m.

27. Findley Renovation and Addition (passed 7-0)	28
28. Prospect Support Facility 1915 Prospect Road Window and Door Replacement (passed 7-0)	29

**Discussion or information only, no action.*

November 27, 2012

REQUESTS FOR INFORMATION — 9:34 p.m.

Mr. Howard stated students did an outstanding job at all of the recent high school plays and encourages everyone to attend future productions.

Mr. Jongewaard requested that data on the removal of staff related to the treatment of students be included in the Treatment of Students monitoring report. Scott Mikesch, executive director of Human Resources, stated the investigation types are reported in the Treatment of Staff monitoring report. Information related to students will also be included in future Treatment of Students monitoring reports.

Mr. Jongewaard brought up a previous request for information relating to a list of specialists' salaries, stating that he has not received responses to his three questions: 1) Is the chart accurate; 2) Why would we treat specialists, and only some specialists, different than we treated the rest of the employee population; and 3) When having a study of salaries, why would we institute significant salary increases for these folks and not wait until the study was done as we are on the others?

Mr. Ahart stated responses have been provided. The answer to question 1 is yes, the chart is accurate; reasons for the increases varied as listed in an email to all the board members; and these actions were done prior to any talk of a salary study.

Mr. Murphy confirmed that he received the information and further responded to all board members. Any follow-up would need to come back to the board.

Mr. Jongewaard has received a number of emails with admonition that certain things, including this one, should be discussed at the board table. He then brought it up at the board table for answer at the board table and stated there will be plenty of time for discussion on this at a later date.

Ms. Caldwell-Johnson suggested during budget discussions to have a conversation around what the expectation is for salary increases and clarify how much latitude is provided to management to make decisions about salary increases for whomever is outside the bargaining unit versus how much the board determines for staff to implement.

Mr. Jongewaard agreed and stated it would be helpful to do so in concert with the study, wanting to be fair and equitable. Having a discussion and set policy of how all those salaries are set and which ones are voted on and which ones aren't is a policy decision.

Mr. Murphy stated the study will look at fairness within and fairness without the district as comparables for many of the specialists are outside the district.

CHAIR'S REPORT — 10:07 p.m.

Mr. Murphy reminded the board of a work session with Cindy Minberg at 5:30 on December 3 to review belief statements, ends statements and the monitoring process.

SUPERINTENDENT'S REPORT — 10:09 p.m.

Mr. Ahart stated the wellness issue that Mr. Rasmussen brought up during the public forum has been an active part of negotiations this past year and Cathy McKay will be directed to follow-up with him and the other members of DMEA serving on the wellness committee.

The district received notification that we were not successful in the Race to the Top application. The USDE has chosen 61 finalists from which to select 20 to 25 grantees.

He will be hosting the metro superintendents meeting on Wednesday at the Central Campus Café.

He recently attended the Aspen Institute's Program on Education in Society Congressional Seminar in Washington, D.C. as the only k-12 faculty member and shared our perspective on teacher preparation. Several other attendees have contacted him and are interested in participating with us in our alternative contract.

Appreciation was expressed for the condolences received by himself and extended family at the recent loss of his father.

ADJOURN — 10:11 p.m.

Item No. 7**Page 1 of 2****Subject: APPROVAL OF CONTRACT(S)****For: ACTION****Contact: Various****Attachment: None**

Contract No. 12-045**Project:** Specialized School Health Services**Contractor:** Child Serve

Background: Several students attend Des Moines schools that have significant health needs that warrant continuous care by a 1:1 nurse. The care is provided to the child both at home and at school. In the past, the school district has arranged and paid for the health care provided during transport to and from school and during the school day. More recently, care has been coordinated with and provided by the health care agency serving the child in the home. Child Serve has worked under an agreement with the district in the past to provide these services at an hourly rate of \$45.00. This year's rate is \$46.00 an hour, which is consistent with what other home health agencies are charging for this service.

There are advantages in subcontracting with the home agency provider versus the district hiring a nurse to provide the care. First, it is best for the child because the care is coordinated by the same caregiver across the various settings. As a result, the child's life is less disrupted. Secondly, the district is only obligated to pay for the hours the child actually attends school. Because children with the complexity of needs necessitating this level of service miss more school than other students, this would be a cost savings move. Finally, the liability for adverse outcomes of care is not totally assumed by the district.

Financial:

Revenues: In some but not all cases, the district is able to bill Medicaid and recover some of the cost for the care.

Expenses: A rate is established at \$46.00/hour.

Term: 2012-2013 school year**New or Renewal:** Renewal of standard contract but put in place for a new student**Contact:** Shelly Bosovich, Executive Director, Student and Family Services

(shelly.bosovich@dmschools.org; 242-7714)

Marci Cordaro, Health Services Supervisor

(marci.cordaro@dmschools.org; 242-7618)

Item No. 7

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Contract No. 12- 046

Project: Lease for space at Junior Achievement of Iowa building.

Contractor: Junior Achievement of Central Iowa

Background: The district needs additional space in which to conduct various meetings and professional development.

Financial:

Revenues: None

Expenses: \$25,000

Funding Source: Professional Development Funds

Term: January 2013-December 2013

New or Renewal: Renewal

Contact: Tom Ahart

(thomas.ahart@dmschools.org; 242-7766)

Item No. 8**Page 1 of 1****Subject: AWARD OF CONTRACTS ON BID****For: ACTION****Contact: Various****Attachment: 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: The suggested bid awards and detailed information for each of the bids are as shown below. Where cost comparisons are shown, they are merely a representative sample of the items on the bid, and are not intended to be all inclusive.

A. Bid B6606 Transit Vans

Charles Gabus Ford	Des Moines, IA	2 Items	\$ 19,997.00
TOTAL			\$ 39,994.00

11 Proposals were sent, 3 responded, 1 no bid, 7 no response

Bids were examined by the Purchasing, Facility and Technology Departments.
A complete tabulation of the bid is available for review online: [B6606-Cargo-Van-Bid-Tab.pdf](#)

Funds are provided in: Physical Plant and Equipment Levy (PPEL)
Facilities: 23DWEQUPFM
Technology: 23DWTECH

Contacts: Dan Warren (danny.warren@dmschools.org; 242-8192)
Dave Silver (david.silver@dmschools.org; 242-7700)

Item No. 9**Page 1 of 1****Subject: AGREEMENT WITH DES MOINES UNIVERSITY****For: ACTION****Contact: Julie Rosin**

(julie.rosin@dmschools.org; 242-7596)

Attachment: None

Issue: Contract with Des Moines University**Superintendent's Recommendation:** The superintendent recommends the board approve this agreement.**Presenters:** None.**Background:** This contract is an agreement with Des Moines University for students in the Biological Research Course at Central Campus. Currently, two students are enrolled with a possible 18 next semester. The students participate in research under the supervision of Dr. Muhammad Sprocter of Des Moines University. The course information follows.**COURSE DESCRIPTION:**

Invitation only:

Prerequisite: Passing either Central Campus Biotechnology or Central Campus college Anatomy and Physiology with an A or B : Central Campus Biotechnology/college Anatomy and Physiology Instructor recommendation (Mrs. Cain)

Concurrent enrollment: Central Campus Biotechnology or Central Campus college Anatomy and Physiology (course not taken for prerequisite).

This course is designed to give students an opportunity to study science outside of a typical classroom setting. Students will investigate an area of the biological sciences through research and other activities in a supervised environment that meets the requirements of the investigation. This course will receive DMACC credit for research.

College Credit: Bio 922 2 credits (F) 2 credits (S)

Item No. 9A**Page 1 of 1****Subject: AGREEMENT FOR GOVERNMENT RELATIONS SERVICES****For: ACTION****Contact: Phil Roeder****Attachments: None**

Issue: The Iowa General Assembly will convene in January. DMPS should engage support for its agenda.

Background: At its October 23 work session and November 13 meeting, the Board discussed and approved focusing this year, in addition to the priorities supported through UEN, on engaging legislators and executive branch leaders to identify ways in which greater flexibility can be provided to large, diverse school districts to better address student achievement. More specifically, this would be to provide better defined “waiver” authority to the Department of Education so that districts such as DMPS have the tools and flexibility to improve student success in a variety of areas. Some examples of possible areas for waivers would include:

- Extend the time and funding for student who need additional ELL support;
- Allow 8th grade students to take high school level courses as a district sees fit;
- Use districts greater flexibility in the use of At-Risk funds for student improvements;
- Allow districts to register any student in a Post-Secondary Enrollment Option (PSEO) course, regardless of their Iowa Assessment scores;
- Expand the PE waiver for high school students;
- Exempt a district from the rule requiring designation of one world language as a district’s world language.

At its November 13 meeting, the Board also approved also authorized the superintendent to select government relations representation for the school district to work with legislative and executive branch leaders on this issue and to bring a recommendation for approval by the board at its November 27 meeting.

Recommendation: Authorize the Superintendent to enter into an agreement with the Larson Shannahan Slifka Group (LS2group) to provide government relations representation for the school district to work with legislative and executive branch leaders on this issue and related issues. The agreement with LS2group shall be for one year, beginning December 1, with fees not to exceed \$30,000 in total.

Item No. 10**Page 1 of 1****Subject: FINAL ACCEPTANCE OF BID NO. B6296
BRODY MIDDLE SCHOOL WINDOW REPLACEMENT****For: ACTION****Contact: BILL GOOD**
(harold.good@dmschools.org: 242-8321)**Attachment: 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 Iowa Code.

SCHOOL: Brody Middle School

PROJECT: Window Replacement

CONTRACTOR: Swanson Glass Inc.

CONTRACTED AMOUNT: \$356,933.00

CONTRACT BALANCE: \$16,421.65

Item No. 11

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Subject: MERRILL MIDDLE SCHOOL ROOF REPLACEMENT

For: INFORMATION

Contact: Bill Good

(harold.good@dmps.k12.ia.us; 242-8321)

Attachment: None

Issue: Due to water leaks from roofing deterioration, the building is in need of roofing repair.

Background: To correct the moisture infiltration problems, roofing will be removed and replaced with new TPO single-ply membrane. Bids will be solicited as detailed in Chapter 26 of the Iowa Code.

A public hearing will be advertised and conducted at the December 11, 2012, board meeting. Bids are due on January 8, 2013. Facility Management will seek board approval of the lowest responsive, responsible bid at the January 22, 2013, board meeting.

Plans are available to review at the district's Operations Center, 1917 Dean Ave.

Funding Source: Physical Plant and Equipment Levy

Item No. 12**Page 1 of 1****Subject: WALNUT STREET SCHOOL ROOF REPLACEMENT****For: INFORMATION****Contact: Bill Good**

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

Attachment: None

Issue: Due to water leaks from roofing deterioration the building is in need of roofing repair.

Background: To correct the moisture infiltration problems roofing will be removed and replaced with new Thermo Plastic Olefin (TPO) single ply membrane. Bids will be solicited as detailed in Chapter 26 of the Iowa Code.

A public hearing will be advertised and conducted at the December 11, 2012, board meeting. Bids are due on January 15, 2013. Facility Management will seek board approval of the lowest responsive, responsible bid at the January 22, 2013, board meeting.

Plans are available to review at the district's Operations Center, 1917 Dean Ave.

Funding Source: Physical Plant and Equipment Levy (PPEL)

Item No. 13

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Subject: WALNUT STREET SCHOOL WALL RESTORATION

For: INFORMATION

Contact: Bill Good

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

Attachment: None

Issue: Due to water leaks from masonry deterioration, the building is in need of exterior repairs.

Background: To correct the moisture infiltration problems, masonry will be removed and replaced. Bids will be solicited as detailed in Chapter 26 of the Iowa Code.

A public hearing will be advertised and conducted at the December 11, 2012, board meeting. Bids are due on January 8, 2013. Facility Management will seek board approval of the lowest responsive, responsible bid at the January 22, 2013, board meeting.

Funding Source: Physical Plant and Equipment Levy (PPEL)

Item No. 14**Page 1 of 1****Subject: PHYSICAL EDUCATION WAIVER****For: ACTION****Contact: Michael Zelenovich****Attachment: 12-075**(michael.zelenovich@dmschools.org; 242-7603)

Issue: All five comprehensive Des Moines Public Schools high schools are requesting that physical education classes be offered on the basis of every day for one semester as opposed to every other day both semesters during the school year. The state code requires that a waiver be requested to do this.

Superintendent's Recommendation: The superintendent recommends the board approve the request for a waiver.

Presenters: None.

Background: By allowing students to take one full semester of physical education the student will have the opportunity to take more core classes during the other semester.

Item No. 15

Page 1 of 1

Subject: PHYSICAL EDUCATION WAIVER—ALTERNATIVE HIGH SCHOOLS

For: ACTION

Contact: Michael Zelenovich

Attachment: 12-076

(michael.zelenovich@dmschools.org; 242-7603)

Issue: Alternative Education programs in Des Moines Public School High Schools are requesting that students attending these programs be required to participate in Contract PE. The state code requires that a waiver be requested to do this.

Superintendent's Recommendation: The superintendent recommends the board approve the request for a waiver.

Presenters: None.

Background: Students would participate in a physical activity a minimum of 15 hours for one semester of each school year. An application would be completed and signed by the student, parent/guardian, and the building PE chairperson. Students would receive a pass/fail grade.

Item No. 16

Page 1 of 1

**Subject: RESOLUTION TO HOLD PUBLIC HEARING:
SALE OF .02 ACRES OF PROPERTY TO CITY LOCATED ON DISTRICT
PROPERTY NEXT TO ELM GROVE CEMETERY**

For: ACTION

Contact: BILL GOOD

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

Attachment: None

Issue: Sale of .02 acres property located south of County Line Road as described below.

Background: The District owns 30 acres of property on the SE side of Des Moines. A portion of the Elm Grove Cemetery (214.50' x 4.5' or .02 acres) has burial plots that extend onto the current district property. The city would like to purchase the .02 acres of property in the amount of \$1.00.

Superintendent's Recommendation: The superintendent recommends the board approve the resolution to hold a public hearing for the purpose of selling the .02 acres (described below) of property located on the 30 acres owned by the district.

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 City of Des Moines in the amount of \$1.00. The area subject to the sale is a portion of the 30 acres south of County Line Road, Des Moines, Iowa and is legally described as follows:

APART OF PARCEL "K" OF THE CORRECTED PLAT OF SURVEY RECORDED IN BOOK I 0394, PAGE 736, AND BEING IN THE NORTHWEST 1/4 OF THE NORTHWEST 1/4 OF SECTION 36, TOWNSHIP 78 NORTH, RANGE 24 WEST OF THE 5TH P.M., NOW INCLUDED IN AND FORMING A PART OF THE CITY OF DES MOINES, POLK COUNTY, IOWA AND DESCRIBED AS FOLLOWS: BEGINNING AT THE SOUTHWESTERLY CORNER OF LOT 2 OF THE OFFICIAL PLAT OF THE NORTHWEST 1/4 OF THE NORTHWEST 1/4 OF SAID SECTION 36; THENCE SOUTH 89° (DEGREES) 36' (MINUTES) 31" (SECONDS) EAST ALONG THE SOUTH LINE OF SAID LOT 2, A DISTANCE OF 214.50 FEET TO THE SOUTHEAST CORNER OF SAID LOT 2; THENCE SOUTH 0°11'05" WEST, 4.50 FEET; THENCE NORTH 89°36'31" WEST PARALLEL TO THE SOUTH LINE OF SAID LOT 2, A DISTANCE OF 214.50 FEET TO A POINT OF INTERSECTION WITH THE PROJECTED WESTERLY LINE OF SAID LOT 2; THENCE NORTH 0°11'05" EAST ALONG SAID PROJECTED WESTERLY LINE, 4.50 FEET TO THE POINT OF BEGINNING AND CONTAINING 965 SQUARE FEET (0.02 AC).

Which property is also described and depicted on the plat attached hereto as Exhibit "PT-2" (hereinafter referred to as the "Property"), together with any easements and servient estates appurtenant thereto, buildings and improvements.

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 December 11, 2012 at 6:00 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.

Item No. 17

Page 1 of 1

Subject: PARK AVENUE ELEMENTARY SCHOOL WALL RESTORATION

For: INFORMATION

Contact: Bill Good

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

Attachments: None

Issue: Due to water leaks from masonry deterioration the building is in need of exterior repairs.

Background: To correct the moisture infiltration problems, masonry will be removed and replaced. Bids will be solicited as detailed in Chapter 26 of the Iowa code.

A public hearing will be advertised and conducted at the December 11, 2012, board meeting. Bids are due on January 15, 2013. Facility Management will seek Board approval of the lowest responsive, responsible bid at the January 22, 2013, Board Meeting.

Funding Source: Physical Plant and Equipment Levy (PPEL)

Item No. 18

Page 1 of 2

Subject: PERSONNEL RECOMMENDATION

For: ACTION

Contact: Scott R. Mikesh

Attachment: None

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

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

Background:**ELECTIONS - SPECIAL EDUCATION**

Name	Class	Step	Effective Date	Amount
Helmer, Cristina	3	11	11/16/2012	\$54,536 pro-rated

MA from Morningside College, Sioux City, IA; Address/Marshalltown, IA; Stowe/Behavior Disorders

RESIGNATION

Name	School, Position	Effective Date	Reason
Lucas, Daniel	McCombs, Math	01/15/2013	Personal

EARLY RETIREMENT

Name	School/Dept	Position	Effective Date
Bakke, Kristin G.	Hiatt	Nurse	05/31/2013
Beard, Susan K.	Jackson	K	05/31/2013
Brunk, Shirley J.	Hubbell	5	05/31/2013
Campbell, Barbara S.	Hoover	Counselor	05/31/2013
Cope, Judy A.	Studebaker	PE	05/31/2013
Couto, Elizabeth	Moulton	2	05/27/2013
Day, Stephen	Music	Band	05/31/2013
Dickey, Carole L.	Lincoln	Speech	05/31/2013
Donery, Barbara L.	North	Multi-cat	05/31/2013
Dow, Timothy D.	Carver	Art	05/31/2013
Duey, Nancy L.	Willard	K	05/31/2013
Franken, Lavonne R.	Brubaker	Multi-cat	05/31/2013
Gordon, Sid D.	East	MD	05/31/2013
Graves, Richard A.	Central Campus	Aviation	05/31/2013
Hamann, Paula A.	Perkins	Counselor	05/31/2013
Hood, Cheryl M.	Student Services	OccTherapist	06/28/2013
Hykes, Kathleen A.	Music	Orchestra	05/31/2013
Jayne, Betsy A.	Merrill	Lang Arts	05/31/2013
Kidman, Connie M.	Hoover	Spanish	05/31/2013
Kinley, Judy C.	Morris	Inst Coach	05/31/2013
Lentz-Gagen, Anne D.	South Union	2	05/31/2013
Ligouri, Alice A.	Studebaker	Head Start	05/31/2013
Long, Kendra J.	Jackson	1	05/31/2013
Looker, Joan C.	Roosevelt	ELL	05/31/2013
Marvin, Martha A.	Student Services	Speech Path	05/31/2013
McKenzie, Sally A.	Hanawalt .8/Carver .2	Art	05/31/2013
McSorley, Joyce G.	Willard	2	05/31/2013
Millis, Janet B.	Hoyt	Acad Supp Lab	05/31/2013
Monserate, Linda J.	Student Services	Psychologist	05/31/2013
Morris, Toni L.	Hanawalt	Counselor	05/31/2013

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Neumann, Melinda G.	Hubbell	K	05/31/2013
Nimry, Teresa M.	Brody	Math	05/31/2013
Olivetta, Kathy Jo	Hanawalt	2	05/31/2013
Ousley-Edwards, Lois A.	Cattell	Counselor	05/31/2013
Ousley-Voss, Phyllis A.	Carver	Multi-cat	05/31/2013
Person, Jane L.	Capitol View	4	05/27/2013
Radke, Karen E.	North	Multi-cat	05/31/2013
Ross, Laurie L.	Jefferson	4	05/31/2013
Schafer, Patricia A.	HH@ Luth	Hospital	05/31/2013
Schumacher, Pamela J.	King	Counselor	05/31/2013
Shellenberger, Frank W.	Focus	Hospital Tch	05/31/2013
Silver, David M.	Facility Mgmt	Director	06/28/2013
Stamey, Carl J.	Scavo	Social Science	05/31/2013
Sullivan, Jane	Windsor	In-Class Read	05/31/2013
Thompson, Vicki J.	Howe	3	05/31/2013
Tice, Patricia K.	Lincoln	Counselor	05/31/2013
Toubes, Joseph A.	North	Multi-cat	05/31/2013
Wibe, Gerald R.	McKee MS Alt Ctr	BD	05/31/2013
Winget, Linda K.	Studebaker	1	05/31/2013
Wood, Frances S.	Howe	4	05/31/2013
Yeager, Nancy L.	Hanawalt	1	05/31/2013
Young, Janet K.	Student Services	SPED Zone Supr	06/28/2013

Item No. 19**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. 20**Page 1 of 1****Subject: UNITED WAY OF CENTRAL IOWA (UWCI)****For: DISCUSSION****Presentation: PowerPoint****Contact: Bryce Amos****Attachment: None**

(bryce.amos@dmschools.org; 242-7660)

Issue: United Way Goals**Superintendent's Recommendation:** The superintendent recommends the board receive information on United Way of Central Iowa's goals.**Presenters:** Mary Sellers, president of United Way of Central Iowa, and Steve Chapman, president and CEO of Ruan Transportation Management and chair of United Way of Central Iowa board.**Background:** UWCI is presenting at all funded partners' board meetings to help them better understand United Way of Central Iowa's goals for 2020.**Minutes**

Steve Chapman, Mary Sellers and Teri Taylor-Wolf provided comments on how United Way determines distribution of contributions and their review process to measure the community impact. Their goals include cutting in half the number of high school dropouts, cutting in half the number of lower-income families living financially unstable lives, and to cut in half the number of adults and youth living unhealthy lifestyles. United Way uses their funded partners to achieve these goals--partners who commit to performance metrics, can produce strong results, and commit to analyzing data and making appropriate changes as needed.

Four programs are funded in the Des Moines Public Schools: Academic Support Lab at East, Communities in Schools program, licensed social work program, and SUCCESS. Over two years of data have been collected in their score card with good results.

A request for an electronic version of their PowerPoint presentation was made, as well as their score cards for DMPS.

Item No. 21**Page 1 of 2****Subject: FINAL PLANS FOR FINDLEY ELEMENTARY SCHOOL ADDITION AND MECHANICAL AND ELECTRICAL UPGRADES.****For: ACTION****Presentation: PowerPoint****Contact: Bill Good****Attachment: None**

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

Issue: Final plans for Findley Elementary School addition and mechanical/electrical upgrades.

Superintendent's Recommendation: The superintendent recommends that the board approve the final plans and specifications prepared by Wells Plus Architects for the addition and mechanical /electrical upgrades at Findley Elementary School.

Presenters: Tara Owen, Bill Good, and Wells Plus Architects

Background: As part of Students First/Statewide Penny, the main focus of this project is an addition which will include new classrooms. This will eliminate mobiles and "open" classrooms. Also included in this project will be a mechanical/electrical upgrade.

Detailed final plans and specifications are available for review at the Operations Center, 1917 Dean Ave. Floor plans and elevations are available on the district web site:

<http://www.dmschools.org/departments/operations/construction/students-first/renovation-construction-plans/>

Minutes

Plans for an addition at Findley, along with renovations to the current building were presented. The building will be ADA accessible, the open plan concept will be replaced with contained classrooms, the office will be relocated to a prominent location, some exterior doors will be eliminated with windows added around the northern perimeter, modular classroom will be eliminated with space provided for strings and band lessons in the building, sound enhancement will be provided in every classroom, all areas will be air conditioned, geothermal will be used for heating and cooling, and technology and electrical upgrades will be installed, along with many other improvements.

Work will begin April 1 with substantial completion by August 18. The project budget is \$5.5 million.

Current enrollment is 312. It is designed to be a two-section building. The addition will allow for a full ELL program and preschool.

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All exterior windows will be replaced, new flooring and ceilings installed, and new finishes made throughout.

There are after-school programs at the building. The school received a \$10,000 grant to purchase instruments. The fifth-grade band instructor's time was recently increased from a .1 to a .2 position—doubling the amount of lessons the students will receive. Approximately one-third of the fifth graders are taking instrumental lessons.

Ms. Caldwell-Johnson moved approval of the superintendent's recommendation, second by Ms. Boesen.

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

Nay: None

Motion passed 7-0.

Item No. 22**Page 1 of 1****Subject: PROPOSED CHANGES TO 200 and 300 SERIES****For: DISCUSSION/ACTION****Presentation: None****Contact: Patricia Lantz****Attachment: 12-070**

(patricia.lantz@dmschools.org; 242-7837)

Issue: Board policies are to be reviewed and updated every five years. Both series 200 and 300 needed updating, and the proposed changes to the 200 and 300 series policies are attached.

Superintendent's Recommendation: The superintendent recommends the board discuss and approve the changes presented for Board Policies Series 200 and 300.

Presenters: None. Patricia Lantz will be present to answer any questions.

Background: Minor changes to the 200 and 300 series are proposed. As set forth in the attachment to this agenda item, changes include updating the district's mission statement and updating staff assignments/titles, and inclusion of director districts in board elections. The board's policy committee has reviewed the changes.

Minutes

Patricia Lantz noted the more substantial changes found in 204 and new policy 260.1 regarding election procedures and the new director districts, 247 on meeting procedures, and 330 on the mission statement. Code 234, sixth bullet item should have the word Superintendent's removed.

Ms. Caldwell-Johnson moved approval of the proposed changes, including removal of the word Superintendent's in Code 234, sixth bullet item; second by Ms. Boesen.

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

Nay: None

Motion passed 7-0.

Item No. 23**Page 1 of 2****Subject: MONITORING REPORT FOR MANAGEMENT LIMITATION 2.3 –
FINANCIAL CONDITION AND ACTIVITIES FOR THE QUARTER ENDING
SEPTEMBER 30, 2012****For: ACTION****Presentation: None****Contact: Thomas Harper****Attachment: 12-072**

(thomas.harper@dmschools.org; 242-8527)

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

Superintendent's Recommendation: The superintendent recommends that the board receive, discuss and take action on the quarterly monitoring report for Management Limitation 2.3 – Financial Condition and Activities for the quarter ending September 30, 2012.

Presenters: None. Thomas Harper will be present to answer any questions.

Background: The Management Limitation 2.3 – Financial Condition and Activities Monitoring Report is included as Attachment 12-072. This report covers the quarterly period from July 1, 2012, to September 30, 2012, unless otherwise stated.

Management Limitation 2.3 states: With respect to actual ongoing condition of the district financial resources, the superintendent shall not cause or allow the development of fiscal jeopardy, or a material deviation of actual expenditures from the Board's Ends priorities.

Accordingly, the superintendent shall not:

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

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Minutes

Mr. Harper stated the district is in compliance with all items and the solvency ratio as of June 30, 2012, is 12.6%. The goal set in 1999 was to reach 8%.

Speaker: Andrew Rasmussen

The GFOA recommends solvency of approximately two months of operating expenses, which would be 17%.

Mr. Jongewaard stated the board approved in April a ratio of 8% and building funds higher than that decreases the funds available to meet the needs of children with high needs in education; e.g., ELL, free or reduced-priced lunch recipients, etc., and feels funds should be released to address high needs.

Mr. Murphy feels we need to recognize that district funding sources are not controlled by the district. Federal or state funds can change at any moment or unexpected expenses can appear. The district was able to bring staff back after the last financial crisis.

Mr. Ahart noted that 30 some positions were added in late fall. Also, four of the School Improvement Grants will end at the end of this year, which will require funds in order to retain a large number of positions.

Mr. Howard asked that up-to-date data on outsourcing compared to providing services in-house be provided for transportation, landscaping, painting, and other areas to determine if the district has saved money. Other board members felt this would be beneficial for budget planning.

He also requested an explanation on why contracts with Gray Bar, Baker Electric, and others were split into multiple contracts rather than one.

Ms. Boesen moved approval of the monitoring report with the requested reports to be provided later, second by Ms. Elsbernd.

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

Nay: Jongewaard

Motion passed 6-1.

Item No. 24**Page 1 of 2****Subject: STUDENT ACHIEVEMENT MONITORING REPORT 2****For: DISCUSSION****Presentation: PowerPoint****Contact: Holly Crandell****Attachment: 12-073**

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

Issue: Report on district performance on various academic assessments.**Superintendent's Recommendation:** The superintendent recommends the board receive, discuss and take action on the annual Monitoring Report: Student Achievement.**Presenters:** Holly Crandell, Executive Director of Curriculum, Instruction; Noelle Tichy, Director of Teaching and Learning; Mary Grinstead, Assessment Specialist; Carlyn Cox, Elementary Literacy Coordinator. and Jeremy Schwennen, Secondary Literacy Coordinator**Background:** The Board adopted Policy Governance on November 21, 2007, which includes a schedule of monitoring reports.

Minutes

Holly Crandell stated the presentation tonight is an overview of the balanced assessment system to inform the board on how student data is captured, interpreted and reported based on common core state standards and migration to the Iowa Assessment from ITBS.

Noelle Tichy, director of Teaching and Learning; Mary Grinstead, assessment specialist; Carlyn Cox, elementary literacy coordinator; and Christi Donald, secondary math coordinator, made the presentation.

In the past, assessments were predominately used to separate the successful from the unsuccessful, comparing students to one another. Now, we need to know which students are meeting the standards taught in the classroom.

A balanced assessment system is an ongoing series of interrelated events to constantly reveal to the student and teacher current achievement status and improvements in the student's capabilities. This system uses multiple points of data to pinpoint actual student knowledge. The various types of assessment are shown on the attachment and were described.

District standards based assessments, external interim assessments, and external summative assessments (last three columns on the attachment) serve as accountability

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measures for the schools and district. Data from these assessments are comparable across all buildings in the district, and the external assessments are also comparable to other districts.

The average student spends 5-6 hours testing during the school year which is one-half of one percent of their time in the classroom.

Speaker: Andrew Rasmussen, DMEA, would like to see more time for teachers to analyze data and consider broadening use of alternatives to multiple-choice tests.

Mr. Jongewaard would like more information on the assessments developed closer to the classroom by the teachers and data teams and how they fit together. He recommends reviewing Ed21 Learning which is a professional learning community of districts. Ms. Grinstead suggested holding a panel discussion with a teacher data team to provide examples of the formative assessment. The definition of proficiency is evolving. SMI and SRI have been correlated with the Iowa Assessments and work continues to align information and determine cut points. Grading practices revisions are in progress to focus on performance based assessment and developing rubrics in each content area.

Ms. Caldwell-Johnson wants to ensure data is disaggregated around gender, ethnicity, ELL, etc. but not inundate the board with detailed data. She feels a determination needs to be made as to the best time to receive this monitoring report, ensuring it is received prior to budget development.

Mr. Murphy stated the upcoming work session with Cathy Minberg will include setting a schedule for monitoring reports and determining what information the board needs.

Item No. 25**Page 1 of 2****Subject: FY 2014 BUDGET PARAMETERS****For: DISCUSSION****Presentation: None****Contact: Thomas Harper****Attachment: 12-071**

(thomas.harper@dmschools.org; 515-242-7745)

Issue: Fiscal Year 2014 (July 1, 2013, to June 30, 2014) Budget Parameters

Superintendent's Recommendation: The superintendent recommends that the board begin discussion on the FY 2014 budget parameters, priorities, and the guiding principles they wish the administration and the budget advisory committees to follow in the course of budget development.

Background: The board's parameters will guide district administration in developing the budget proposal and guide the budget advisory committees in the development of the FY 2013-2014 budget recommendations to the board.

Budget development, parameters, and priorities must be within the context of Management Limitations 2.5 –Financial Planning/Budgeting which states:

Financial planning for any fiscal year or remaining part of any fiscal year may not deviate materially from the Board's Ends priorities, risk financial jeopardy.

Accordingly, the superintendent shall not present a budget that:

1. Falls below a 8% solvency ratio for the General Fund.
2. Falls below a 10% unspent spending ratio for the General Fund.
3. Creates a situation or condition described as unacceptable in the "Financial Conditions and Activities."
4. Omits credible projections of revenues and expenses and disclosure of planning assumptions.
5. Plans the expenditure of more funds than are projected to be received in any fiscal year.
6. Provides less funding for Board activities during the year than is set forth in the Governance Budget.

Minutes

The board identified the following parameters:

- Maintain financial health; provide a balanced budget.
- Seek input from the Citizens Budget Advisory Committee (CBAC) and the Employees Budget Advisory Committee (EBAC) on budget issues.

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- Meet and stay within Board Management Limitations.
- Support District End policies.
- (Develop wording about increasing staff for students.)
- (Develop wording about educational programming.)
- Focus on strategies to close the achievement gap.
- (Develop wording around resources to increase achievement of ELL.)

Board members should give recommendations for members of the Citizens Budget Advisory Committee to Mr. Harper by Dec. 5.

Discussion was held regarding the solvency ratio; how to define a balanced budget; spending one-time money; and critical dates relating to the budget, including board action on levies, etc. Mr. Harper will prepare a calendar with critical dates.

Mr. Jongewaard feels the budget document should be clear on the plan, how instruction is being funded, the number of teachers, etc. Mr. Harper stated the budget document serves as a communication device, is an operational plan, and is a policy document. Staff are looking at revising the format.

Item No. 26**Page 1 of 1****Subject: 2012 ENROLLMENT REPORT****For: DISCUSSION****Presentation: None****Contact: Bryce Amos****Attachment: 12-074**

(bryce.amos@dmschools.org; 242-7660)

Issue: 2012 State Enrollment Report**Superintendent's Recommendation:** The superintendent recommends the board review and discuss the enrollment report.**Presenters:** None. The superintendent will be available to answer questions.**Background:** The district's 2012-13 enrollment was certified by the state on October 15, 2012. The district's enrollment increased by 515 students from the 2011-12 school year.**Minutes**

Ms. Boesen stated the choice schools, especially, don't mirror the demographics of the rest of the district.

Mr. Amos noted the chart indicates increases from last year in specific areas, such as free and reduced eligibility and Hispanic students. The free and reduced number is not the official number used by federal government to determine Title I status since this number includes nonresident students.

Item No. 28**Page 1 of 1****Subject: FINDLEY RENOVATION AND ADDITION****For: PUBLIC HEARING / ACTION****Presentation: None****Contact: BILL GOOD****Attachment: None**

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

Issue: Approval of the plans and specifications for the renovation and addition package for Findley Elementary School. Publication for the Public Hearing was included in the Des Moines Register on November 16, 2012.

Superintendent's Recommendation: The superintendent recommends that the board approve the plans and specifications prepared by Wells Plus Architects for the renovation and addition package for Findley Elementary School.

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

Background: This project will provide an addition for office and classroom space and renovate the existing open classroom spaces into contained classrooms. This project will also 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 existing modular classroom will be removed.

A copy of the plans and specifications are available for review at the Operation Center, 1917 Dean Avenue.

Funding: Statewide Penny (Students First Program)

Minutes

The public hearing was called to order at 9:33 p.m. No speakers were present. The public hearing was closed.

Ms. Elsbernd moved approval of the plans and specifications prepared by Wells Plus Architects for the renovation and addition package for Findley Elementary School, second by Mr. Howard.

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

Motion passed 7-0.

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**Subject: PROSPECT SUPPORT FACILITY 1915 PROSPECT ROAD
WINDOW AND DOOR REPLACEMENT**

For: PUBLIC HEARING / ACTION

Contact: BILL GOOD

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

Attachments: None

Issue: Approval of the plans and specifications for work at the Prospect Support Facility. Publication for the Public Hearing was included in the Des Moines Register on November 19, 2012.

Superintendent's Recommendation: The superintendent recommends that the Board approve the plans and specifications prepared by Larrison Architects for the window and door replacement at the Prospect Support Facility.

Background: This project will replace the exterior windows and certain exterior doors at the Prospect Support Facility. The project will improve energy efficiency and natural lighting in the rooms.

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

Funding: State Wide Penny (Students First Program)

Minutes

The public hearing was called to order at 9:33 p.m. No speakers were present. The public hearing was closed.

Ms. Elsbernd moved approval of the plans and specifications prepared by Larrison Architects for the window and door replacement at the Prospect Support Facility, second by Ms. Caldwell-Johnson.

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

Motion passed 7-0.