

February 7, 2011

DES MOINES PUBLIC SCHOOLS
REGULAR SCHOOL BOARD MEETING
CITY BOARDROOM — 400 ROBERT D. RAY DRIVE
MINUTES
FEBRUARY 7, 2011

PUBLIC FORUM – 5:45 p.m.

The Board of Directors met in regular session on Monday, February 7, 2011, in the city hall boardroom at 400 Robert D. Ray Drive., Connie Boesen presiding.

Present: Boesen, Caldwell-Johnson, Gallardo, Murphy, Link, Strong, Woods
Absent: None

REGULAR MEETING – 6:00 p.m.

The Board of Directors met in regular session on Monday, February 7, 2011, in the city hall boardroom at 400 Robert D. Ray Drive., Connie Boesen presiding.

Present: Boesen, Caldwell-Johnson, Gallardo, Murphy, Link, Strong, Woods
Absent: None

Ms. Caldwell-Johnson moved to approve the agenda; second by Strong.

Aye: Boesen, Caldwell-Johnson, Gallardo, Murphy, Link, Strong, Woods
Nay: None
The motion carried 7-0.

APPROVAL OF MINUTES OF January 18, 2011

Ms. Strong moved approval of the minutes of January 18, 2011; second by Link.

Aye: Boesen, Caldwell-Johnson, Gallardo, Murphy, Link, Strong, Woods
Nay: None
The motion carried 7-0.

DISTRICT RECOGNITIONS 6:05 p.m.

Dr. Sebring recognized the East High School debate team which has earned the status of charter member of the West Iowa District of the National Forensic League under the direction of coach Jennifer Medina who introduced the following team members:

- Dalton Colby, Public Forum debate, senior
- Daniel Worthington, Congressional debate, senior
- Phil Boggs, Congressional debate, senior
- Trevor Higgins, Public Forum debate, junior
- Ben Frazier, Congressional debate, junior
- Scott Folsom, Public Forum Debate, Junior
- Rosalie Henson, Congressional debate, junior
- Sarah Fitzpatrick, Congressional Debate, junior
- Meredith Layman, Public Forum Debate, sophomore
- Heaven Chamberlain, Public Forum Debate, sophomore
- Alexandria Martin, Oratory, sophomore
- Miles Menninga, Public Forum Debate, sophomore
- Echo Amos, Literary Program, sophomore
- Stephon Motte, Public Forum Debate, sophomore

CONSENT ITEMS – 6:10 p.m.

***Amendment Contract for Approval* ----- 1**

***Amendment Purchase of Instructional Material* ----- 3**

7. Award of Bid for Trucks for Food Service ----- 5

8. Award of Bid No. B6292 4X4 — One-ton Pick-up with Plow ----- 7

9. Award of Bid No. 6218; McKee Educational Center Partial Roof Replacement ----- 9

10. Award of Multiple Bid Packages for Renovations of Brody Middle School ----- 11

11. Personnel Recommendations ----- 13

12. List of Bills for Approval ----- 15

Minutes

Mrs. Woods moved approval of the consent items including payment of bills previously authorized and certified by the secretary and reviewed by her as paid in the amount of \$3,117,848.91 and unpaid bills in the amount of \$975,801.73; second by Link.

Aye: Boesen, Caldwell-Johnson, Gallardo, Link, Murphy, Strong, Woods
Nay: None
The motion carried.

PUBLIC HEARING — 6:12 p.m.

13. Merrill Middle School ----- 17

OTHER — 6:15 p.m.

14. Continuous Calendar ----- 19
15. Des Moines Public School Statewide Penny Tax Oversight Committee ----- 21
16. FY 2011-2012 Budget Parameters ----- 23
17. Monitoring Report — ML 2.8; Board Awareness and Support ----- 25

REQUESTS FOR INFORMATION — 6:20 p.m.

Ms. Caldwell-Johnson asked that the Board receive an update on the impact of the continuous calendar at the schools where it is in effect.

CHAIR’S REPORT — 6:22 p.m.

Ms. Boesen reminded the Board about the upcoming exhibit for works by art students from throughout the district. There will be a reception for the artists on February 17th at the State Historical Building where the exhibit will be on display through March 3.

She also mentioned that she, Dr. Sebring and Melissa Spencer representing DMEA will be attending a conference next week in Denver at the invitation of Secretary of Education Arne Duncan. The focus of the conference will be a teacher “pay for performance” plan that Colorado has adopted.

SUPERINTENDENT’S REPORT — 6:25 p.m.

Dr. Sebring gave a brief update of the different ways the district has been gathering community input on the upcoming budget. She mentioned the budget advisory committee meetings, employee forums she has been holding in conjunction with Patti Schroeder, the district’s CFO and some new features that are being added to the district website to allow her a forum to explain budgetary issues and afford citizens the opportunity to ask questions throughout the process.

ADJOURN 6:30 p.m.

Item No. AMENDMENT

Page 1 of 1

Subject: AWARD OF CONTRACT

For: ACTION

Contact: Bill Good

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

Attachments: None

Contract No. 10-075

Project: Hoover High School

Contractor: Iowa Prison Industries

Background: The district has awarded a renewable contract to Iowa Prison Industries for classroom furniture used throughout the district. The original award amount however, did not include the current planned expenditure for Hoover. Because this amount exceeds the policy threshold, facility management is seeking Board approval to proceed with the planned purchase for Hoover High School.

Financial: Revenues: \$ 0.00
Expenses: \$ 73,836.36

Funding Source: PPEL

Term: One year with options for four additional years

New or Renewal: Renew

Item No. AMENDMENT

Page 1 of 1

Subject: PURCHASE OF INSTRUCTIONAL — HUMANITIES

For: ACTION

Contact: Amber Graeber/Nancy Sebring

Attachments: None

(amber.graeber@dmps.k12.ia.us; 242-7947/nancy.sebring@dmps.k12.ia.us; 242-7766)

Issue: Purchase of instructional materials for Humanities.

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

Background: Previously, new instructional materials have been approved for adoption by the Board.

Financial:

Expenses: \$40,185.02.

Funding Source: FY2011-2012 Curriculum Materials Budget.

The materials are for the following courses listed.

- AP Human Geography
East, Hoover, Lincoln, North and Roosevelt

Publishers have guaranteed receipt of these materials by June 30, 2011.

Item No. 7

Page 1 of 1

Subject: AWARD OF BID FOR TRUCKS FOR FOOD SERVICE

For: ACTION

Contact: Sandy Huisman 242-7712
(sandy.huisman@dmps.k12.ia.u; 242-7712)

Attachments: None

Issue: Bids have been advertised, issued and received for equipment 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 item on the bid, and are not intended to be all inclusive.

Bid 6256; Straight Truck/Refrigerated Truck:

Ryder Vehicle Sales, Altoona, IA \$39,800

The suggested awards are low bids meeting specifications.

Bids were examined by the food & nutrition and purchasing departments.

A complete tabulation of the bid is available.

20 bids were mailed, two bids were received, 18 did not respond.

Funding Source: Funds are provided in the Central Nutrition account.

Item No. 8
Page 1 of 1**Subject: AWARD OF BID NO. B6292 4 X 4 ONE-TON PICKUP WITH PLOW****For: ACTION****Contact: Dave Silver****Attachments: None**

(dave.silver@dmps.k12.ia.us: 242-7700)

Issue: Award of contract for the purchase of a one-ton pickup with snow plow for use by facility management.

Superintendent's Recommendation: The superintendent recommends the purchase of the item listed above to be awarded to Stivers Ford, Waukee, IA in the amount of \$27,894.00.

Presenters: None

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 item on the bid, and are not intended to be all inclusive.

Bidder	Amount
Dewey Ford – Ankeny, IA	\$ 28,914.00
Charles Gabus Ford – Des Moines, IA	\$ 28,114.00
Stivers Ford – Waukee, IA	\$ 27,894.00
Aspen Equipment – No Bid	

Funding Source: Physical Plant and Equipment Levy (PPEL) No. 23DWVEHICLE

Item No. 9
Page 1 of 1
**Subject: AWARD OF BID NO. B6218 — MCKEE EDUCATIONAL CENTER;
PARTIAL ROOF REPLACEMENT**
For: ACTION
Contact: BILL GOOD
Attachments: None

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

Issue: Award of contract to replace a portion of the existing roof membrane.

Superintendent's Recommendation: The superintendent recommends the contract for the base bid and alternate #1 be awarded to the lowest responsive/responsible bidder, Academy Roofing, Des Moines IA in the amount of \$134,400.

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 May 6, 2011. The project came before the Board on December 14, 2010, for a public hearing and action.

- **Base bid:** Remove deteriorated roof membrane, replace with new TPO
- **Alternate No.1:** Remove deteriorated roof membrane on center roof section, replace with new TPO
- **Alternate No.2:** Add for Sarnafill roof membrane on base bid
- **Alternate No.3:** Add for Sarnafill roof membrane on lower roof

The district received four bids on January 24, 2011. The results are as follows:

Bidder	Base Bid	Alternate. No. 1	Alternate No. 2	Alternate No. 3	Total with Alternates
Academy Roofing Des Moines IA.	\$102,500	\$31,900	\$13,500	\$5,900	\$153,800
Black Hawk Roofing Cedar Falls, IA	\$142,990	\$38,500	No Bid	No Bid	\$181,490
Central States Roofing Ames IA	\$132,000	\$41,000	\$12,000	\$4,000	\$189,000
Cunningham Oskaloosa, IA	\$140,400	\$44,889	No Bid	No Bid	\$185,289

Funding: Physical Plant and Equipment Levy (PPEL)

Item No. 10

Page 1 of 2

Subject: AWARD OF MULTIPLE BID PACKAGES FOR RENOVATION OF BRODY MIDDLE SCHOOL

For: ACTION

Contact: Bill Good

(harold.good@dmps.k12.ia.us 515-242-8321)

Attachments: None

Issue: Award of the contract packages as listed below for the renovation of Brody Middle School.

Superintendent's Recommendation: The superintendent recommends contracts be awarded to the lowest responsive, responsible bidder for each of the bid packages listed below.

AWARD OF BID NO. B6266: Mechanical Renovation

Mechanical Renovation to Brocon Services LLC for the base bid and alternates 1a and 2 in the amount of \$2,413,000.

AWARD OF BID NO. B6267: Fire Suppression

Fire Suppression to Midwest Automatic Fire Sprinkler for the base bid in the amount of \$149,190.

AWARD OF BID NO. B6268: Fire Alarm

Fire Alarm to DeVries Electric for the base bid in the amount of \$42,000.

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

Background: Brody Middle School is a project of the school district's Statewide Penny. Contract documents have been prepared for competitive bidding by Shive Hattery. The work includes renovation of the existing building with related site improvements.

Funding: Statewide Penny

Item No. 10

Page 2 of 2

The district received bids on January 26, 2011.

BID PACKAGE B6266
Mechanical Renovation

<u>Company</u>	<u>Base Bid</u>	<u>ADD</u> <u>Alternate 1a</u>	<u>ADD</u> <u>Alternate 1b</u>	<u>ADD</u> <u>Alternate 2</u>
Bergstrom Construction. – DM, IA	\$2,187,000	\$320,000	\$383,000	\$58,000
Brocon Services. LLC Johnston, IA	\$2,019,000	\$334,000	No Bid	\$60,000
Rochon Corp. Urbandale, IA	\$2,118,000	\$318,600	\$349,600	\$57,300

BID PACKAGE B6267

Fire Suppression

<u>Company</u>	<u>Base Bid</u>
Continental Fire Sprinkler Omaha, NE	\$275,450
Midwest Automatic Fire Sprinkler DM, IA	\$149,190

BID PACKAGE B6268

Fire Alarm

<u>Company</u>	<u>Base Bid</u>
ABC Electric – DM, IA	\$57,307
Ball Electric – DM, IA	\$57,125
Baker Electric – DM, IA	\$51,369
Biermann Electric – DM, IA	\$51,975
Commonwealth Electric – DM, IA	\$61,813
DeVries Electric – Pella, IA	\$42,000
NAI Electrical – Ames, IA	\$59,500
Waldinger Corp – DM, IA	\$86,975

Item No. 11**Page 1 of 1****Subject: PERSONNEL RECOMMENDATIONS****For: ACTION****Contact: Twyla Woods****Attachments: None**

(twyla.woods@dmps.k12.ia.us; 242-7972)

Superintendent's Recommendation: The superintendent recommends the Board approve the following personnel recommendations:

Background:**ELECTIONS - GENERAL EDUCATION**

Name	Class	Step	Effective Date	Amount
Cox, Jennifer	4	2	01/17/11	\$43,682

BS from Colorado State University, Fort Collins, CO and M. Ed from University of Montana, Missoula, MT; Address/Ames, IA; East/ Science

Garcia, Nicolasa	1	1	01/17/11	\$38,757
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BS from Drake University, Des Moines, IA; Address/Des Moines, IA; McCombs/ELL

Montgomery, Willie	1	1	01/24/11	\$38,757
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BA from Drake University, Des Moines, IA; Address/Des Moines, IA; Assignment: Stowe/5th grade (.5) and 3rd grade (.5)

Rudisill, Jeffrey	1	1	01/13/11	\$38,757
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BA from Grand View University, Des Moines, IA; Address/ West Des Moines, IA; Lincoln/ Academic Lab

ELECTIONS-SPECIAL EDUCATION

Name	Class	Step	Effective Date	Amount
Hyde, Ron	1	1	01/17/11	\$38,757

BS from Drake University, Des Moines, IA; Address/ Des Moines, IA; McCombs/Multicategorical

RESIGNATION

Name	School, Position	Effective Date	Reason
George, Carole	Merrill, Spanish	08/03/11	Personal
Schwarck, Brianne	Oak Park, Music	01/21/11	Personal

REGULAR RETIREMENT

Name	School	Position	Effective Date
Grant, Georgia B.	Weeks	Language Arts / Reading	06/03/11
Koroch, Steven E.	Pleasant Hill (.6) / Phillips (.4)	PE	06/03/11

COACHING DIFFERENTIAL

School	Name	Position	Effective Date	Amount
Lincoln	Best, Robert	Boys Track	02/14/11	\$1299.50

COACHING RESIGNATION

School	Name	Position	Effective Date
Lincoln	Beckel, Adam	Boys Track	01/12/11

Item No. 12

Page 1 of 1

Subject: LIST OF BILLS FOR APPROVAL

For: ACTION

Contact: Patricia Schroeder

(patricia.schroeder@dmps.k12.ia.us; 242-8527)

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.

Minutes

Mrs. Woods moved approval of the consent items including payment of bills previously authorized and certified by the secretary and reviewed by her as paid in the amount of \$3,117,848.91 and unpaid bills in the amount of \$975,801.73; second by Link.

Aye: Boesen, Caldwell-Johnson, Gallardo, Link, Murphy, Strong, Woods

Nay: None

The motion carried.

Item No. 13**Page 1 of 1****Subject: MERRILL MIDDLE SCHOOL****For: PUBLIC HEARING/ACTION****Contact: BILL GOOD**

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

Attachments: None

Issue: Approval of the plans and specifications for work at Merrill Middle School. Publication for the Public Hearing was included in the Des Moines Register on January 20, 2011.

Superintendent's Recommendation: The superintendent recommends that the Board approve the plans and specifications prepared by Shive Hattery for the mechanical renovation bid package for Merrill Middle School.

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

Background: This is a project under the State Wide Penny funding and will enhance energy efficiency and safety/security measures. It provides upgrades including new lighting, a fire sprinkler system, upgraded technology, and improvements to the mechanical systems.

A copy of the plans and specifications is available for review at the district's facility operation center.

Funding: Statewide Penny (Students First Program)

Minutes

Ms. Boesen opened the public hearing. There being no speakers she closed the hearing and asked Dr. Sebring to introduce the matter.

Ms. Caldwell-Johnson moved approval of the plans and specifications; second by Murphy.

Aye: Boesen, Caldwell-Johnson, Gallardo, Link, Murphy, Strong, Woods

Nay: None

The motion carried.

Item No. 14**Page 1 of 1****Subject: CONTINUOUS LEARNING CALENDARS AT CAPITAL VIEW
ELEMENTARY, DOWNTOWN SCHOOL, MOULTON ELEMENTARY AND
RIVER WOODS ELEMENTARY FOR 2011-2012****For: ACTION****Contact: Tina Jensen**

(tina.jensen@dmps.k12.ia.us; 242-7871)

Attachments: 11-004

Issue: Request permission from the Board and the Iowa Department of Education to obtain a waiver for continuous learning calendars at Capitol View Elementary, Downtown School, Moulton Elementary and River Woods Elementary.

Superintendent's Recommendation: The superintendent recommends the Board approve the waiver for the continuous learning calendars for 2011-2012.

Presenters: None

Background: The State Department of Education requires the calendar waivers for individual schools to be submitted to their office during the preceding school year.

The Downtown School, Moulton, River Woods and Capitol View are seeking a waiver to continue their implementation of a continuous learning calendar for the 2011-2012 school year.

Staff, parents and community discuss these calendars annually.

Minutes

Ms. Caldwell-Johnson asked if the Board could receive some information at some point in the future as to the impact of switching to the continuous calendar at the affected schools.

Mrs. Woods moved approval of the waiver; second by Murphy.

Aye: Boesen, Caldwell-Johnson, Gallardo, Link, Murphy, Strong, Woods

Nay: None

The motion carried.

Item No. 15**Page 1 of 1****Subject: DES MOINES PUBLIC SCHOOLS STATEWIDE PENNY TAX
OVERSIGHT COMMITTEE****For: DISCUSSION****Contact: BILL GOOD**

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

Attachments: None

Issue: Potential continuation of the Des Moines Public Schools Oversight Committee for the current Statewide Penny tax.

Superintendent's Recommendation: The superintendent recommends that the Board discuss the request to continue with a statewide penny tax oversight committee.

Presenters: None. Bill Good and Brian Millard will be available to answer questions.

Background: Following the passage of the local option sales tax on November 23, 1999, the Board established an oversight committee on June 30, 2000, to report on an annual basis regarding the following issues:

1. Confirm that funds are being expended for infrastructure needs in accordance with Board action.
2. Review the district's progress in identifying the general infrastructure need of all schools.
3. Confirm that a district-wide preventive maintenance policy has been adopted and implemented.

The local option sales and services tax ended June 30, 2010, with the new statewide penny program beginning July 1, 2010. The oversight committee has provided valuable review and input from a community perspective.

Minutes

Ms. Strong said she thinks it is still prudent for the Board to have an oversight committee of this nature.

Mrs. Woods agreed, saying that it's important for the community to know that there is that level of assurance that these tax revenues are being properly used.

Mr. Murphy also spoke in support of the committee. He said he is grateful for the work the oversight committee has done in the past and felt the Board would be remiss if it doesn't continue the oversight.

Ms. Caldwell-Johnson asked if the Board has reporting obligations with regard to the receipt and disbursement of the sales tax dollars.

Ms. Patti Schroder, Chief Financial Officer for the district, responded that there is a new requirement for the district to include statewide penny information in its Certified Annual Report.

Ms. Boesen asked if the original oversight committee was required by the adoption of the local option tax.

Mr. Murphy said yes it was, but the statewide penny tax does not require school districts to appoint oversight bodies.

Ms. Caldwell-Johnson asked about the logistics of extending the oversight committee's charge.

Ms. Boesen said the Board can appoint a sub-committee of itself to recommend whatever modifications make sense if the Board as a whole agrees that an oversight committee remains a good idea. There was a consensus to that effect.

Item No. 16**Page 1 of 2****Subject: FY 2012 BUDGET PARAMETERS****For: ACTION****Contact: Patti Schroeder****Attachments: None**

(patricia.schroeder@dmps.k12.ia.us; 242-8527)

Issue: Fiscal Year 2012 (July1, 2011 to June 30, 2012) Budget Parameters

Superintendent's Recommendation: The superintendent recommends that the Board discuss and take action on the FY 2012 budget parameters they wish the Citizens' Budget Advisory Committee (CBAC) and the administration to follow in the course of their deliberations.

Background: The superintendent has assembled a Citizens' Budget Advisory Committee [CBAC] comprised of a cross-section of community leaders to provide input during the development of the FY 2012 district budget and to provide the superintendent with effective communication strategies that will help district citizens understand the budget process and budgetary decisions.

The Board has indicated an interest in discussing and sharing some budgetary parameters with the CBAC as it works on its recommendations, and to that end the Board recently held a budget work session on various FY 2012 budget topics.

Board Budget Parameters speak to the broad areas the Board wishes to have the CBAC and the administration work within as they develop budget recommendations. At the Board's budget work session, the following parameters for FY 2012 were discussed:

FY 2011 Budget Development Parameters

- Maintain financial health; provide a balanced budget
- Seek input from the CBAC on tax issues and more specifically tax increases
- Meet and stay within Board Management Limitations (see listing below)
- Support District End Policies
 - Limit increases in average class size
 - Limit to the degree possible eliminations and reductions in educational programming.
 - Continue to focus on Drop Out Prevention strategies

Management Limitation 2.5 – Financial Planning/Budgeting which states:

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

Item No. 16

Page 2 of 2

Accordingly, the superintendent shall not present a budget that:

1. Falls below a 3% 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

Ms. Strong moved approval of the parameters; second by Link.

Aye: Boesen, Caldwell-Johnson, Gallardo, Link, Murphy, Strong, Woods

Nay: None

The motion carried.

Item No. 17**Page 1 of 1****Subject: MONITORING REPORT FOR MANAGEMENT LIMITATION 2.8 —
BOARD AWARENESS & SUPPORT****For: RECEIVE REPORT/DISCUSSION****Contact: Nancy Sebring**
(superintendent@dmps.k12.ia.us; 242-7666)**Attachments: 11-005**

Issue: Board Governance Policy 3.4; Monitoring Superintendent Performance includes a schedule that requires an annual report on Management Limitation 2.8 — Board Awareness and Support.

Superintendent's Recommendation: The superintendent recommends the Board receive Monitoring Report ML 2.8 — Board Awareness and Support. Action will be taken on February 15.

Presenters: None. Nancy Sebring will be available to answer questions.

Background: On July 21, 2009, the Board held a work session to discuss the monitoring report presented with respect to ML 2.8; Board Awareness and Support. At that time it was decided the schedule to receive ML 2.8 would be modified so that information from the monitoring report could be received before the superintendent's annual evaluation.

Minutes

Dr. Sebring reminded the Board that she will be out of town when the next regular meeting is scheduled and advised discussing and taking action on the report at the meeting scheduled for March 8 when she will be present to field questions.

Mr. Murphy moved receipt of the report; second by Link.

Aye: Boesen, Caldwell-Johnson, Gallardo, Link, Murphy, Strong, Woods

Nay: None

The motion carried.