

**DES MOINES PUBLIC SCHOOLS
REGULAR SCHOOL BOARD MEETING
1800 GRAND AVENUE
MINUTES
APRIL 2, 2013**

PUBLIC FORUM — 5:49 P.M. - 5:53 P.M.

The Board of Directors held a public forum on Tuesday, April 2, 2013, in the multi-purpose room at 1800 Grand Avenue; Dick Murphy presiding.

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

Absent: Sweeney

Speaker: Ben Howard, 2751 E. Euclid, Des Moines

REGULAR MEETING — 6:00 P.M.

The Board of Directors met in regular session on Tuesday, April 2, 2013, in the multi-purpose room at 1800 Grand Avenue; Dick Murphy presiding.

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

APPROVAL OF AGENDA — 6:01 P.M.

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

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

Nay: None

Motion passed 7-0.

APPROVAL OF MINUTES — 6:01 P.M.

Ms. Elsbernd moved approval of the minutes for March 12, 2013, seconded by Ms. Boesen.

Aye: Boesen, Elsbernd, Howard, Jongewaard, Murphy, Sweeney

Abstain: Caldwell-Johnson

Motion passed 6-0 with one abstention.

DISTRICT RECOGNITIONS — 6:03 P.M.

Superintendent Ahart recognized the schools that were recently honored in the African American Legacy event sponsored by the Wells Fargo Foundation and the Black American Connection Iowa: first place was Carver Elementary School, second place was King Elementary School and third place was Hubbell Elementary School. James Bell of the Wells Fargo Foundation provided comments about the program.

State wrestling qualifiers were honored: from East were Makreem Ibraheem and Josh Davis who placed 7th; from Lincoln was Nate Luna; and from Roosevelt was Sawyer Hochel. Lincoln Coach Mike McGivern shared comments.

The East High Lady Scarlets qualified for the state basketball tournament and finished the year as CIML Metro Conference champions for the ninth year in a row with a record of 21-3. Coach Sam Powell provided additional comments about the team.

The Roosevelt Roughriders earned a trip to the Boys State Basketball Tournament for the first time since 1982. They finished their season with a record of 18-6. Coach Chris McMahon shared praises for his team.

The district received the 2012 Energy Star Partner of Year award from the U.S. Environmental Protection Agency for the second year in a row. COO Bill Good provided brief comments.

The new website of the district has received a rating of A- for being one of the most transparent government websites in America by the Sunshine Review, placing dmschools.org among the top one percent of the 7,000 state and local websites that were analyzed. Phil Roeder's comments recognized that this is a very collaborative effort with the other departments in the district, and the reason the district didn't receive an A+ has been corrected.

CONSENT ITEMS — 6:19 P.M.

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10. Approval of High-Volume Technology Purchases Increases for FY 2012-2013.....	8
11. Resolution to Hold Public Hearing: Sale of Parcel 'O' 14.74 Acres, 300 County Line Road	9
12. Resolution to Hold public Hearing: Sale of 707.015 Square Feet of Property at Lincoln High School	10
13. Purchase of Instructional Materials—Curriculum	11
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ADDENDUM – Revised: Disposal of UH-1H Aircraft: Resolution to Hold Public Hearing for Disposal of Obsolete Property	19

Minutes

Mr. Jongewaard moved that the board approve the consent items including payment of bills previously authorized and certified by the secretary in the amount of \$6,235,690.48 and unpaid bills in the amount of \$1,979,599.35, seconded by Ms. Boesen.

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

PUBLIC HEARING — 6:04 P.M.

20. Variable Air Volume (VAV) Conversion – Hoover High School (7-0) 20

OTHER — 6:04 P.M.

21. Proposed Changes to 400 Series (7-0) 21

CHAIR’S REPORT — NONE

SUPERINTENDENT’S REPORT — 6:23 P.M.

Mr. Ahart noted the teachers are back from spring break and refreshed. He reminded the board to check the calendar on the district’s website for activities.

POINT OF PERSONAL PRIVILEGE — 6:23 P.M.

Mr. Howard commented on the Middle School Music Festival held last week and encouraged everyone to attend it in the future. Roosevelt is holding their play this weekend.

ADJOURN — 6:24 P.M.

The chair noted the board would begin their work session on the budget in approximately five minutes.

Item No. 7
Page 1 of 1**Subject: CONSTRUCTION PAYMENTS****For: ACTION****Presentation: None****Contact: Bill Good****Attachment: None**

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

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

<u>Contractor</u>	<u>Percent Paid</u>	<u>Estimated Fee</u>	<u>Previous Payments</u>	<u>Current Payment Due</u>
<u>PG Construction</u>				
Central Campus	100%	\$274,947.50	\$264,106.65	\$10,840.85
Student Drop Off (SWP)				
Sealed Bid NO. B6361				
RETAINAGE RELEASE				
<u>Larson & Larson</u>				
Roosevelt High School	100%	\$18,036,590.00	\$17,959,760.50	\$76,829.50
A3 Renovation (LOSST)				
Sealed Bid No. 5226-09				
RETAINAGE RELEASE				
TOTAL				\$87,670.35

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

Item No. 8**Page 1 of 2****Subject: CONTRACTS FOR APPROVAL****For: ACTION****Presentation: None****Contact: Bill Good**

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

Attachment: None

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

Contract No. 13-016**Project:** Classroom Furnishings FY 13-14**Contractor:** Storey Kenworthy

Background: Board policy allows the Purchasing Department to utilize State of Iowa Contracts for procurement. Storey Kenworthy has been awarded the State of Iowa Contract for furnishings, Master Agreement Number 005 4263-12. District Facility Management is now seeking Board approval to purchase classroom furnishings from Storey Kenworthy for remodeled sites across the district. Findley Elementary, Jefferson Elementary, Hoyt Middle School, Park Avenue Elementary, and Pleasant Hill Elementary could all benefit from this agreement.

Approval will allow DMPS Purchasing and Facilities Management to access a broad line of classroom furnishings from product lines such as Hon and Allsteel.

Financial:

Expenses: \$250,000.00

Funding Source: Statewide Penny (Students First) and individual site accounts.**Term:** One Year**New or Renewal:** New**Contact:** Bill Good (harold.good@dmschools.org; 242-8321)

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

Contract No. 13-017

Project: Edmunds Elementary Classroom Furnishings

Contractor: Storey Kenworthy

Background: Board policy allows the Purchasing Department to utilize State of Iowa Contracts for procurement. Storey Kenworthy has been awarded the State of Iowa Contract for furnishings, Master Agreement Number 005 4263-12. District Facility Management is now seeking Board approval to purchase classroom furnishings from Storey Kenworthy for the new Edmunds Elementary School. Utilizing this State contract, DMPS can access a broad line of classroom furnishings from product lines such as Hon and Allsteel.

Approval will allow DMPS Purchasing and Facilities Management to supply the students of Edmunds Elementary with the classroom furnishings necessary to complete their new learning environment.

Financial:

Expenses: \$250,000.00

Funding Source: Statewide Penny (Students First).

New or Renewal: New

Contact: Bill Good (harold.good@dmschools.org; 242-8321)

Item No. 9

Page 1 of 4

Subject: AWARD OF CONTRACTS ON BID**For: ACTION****Presentation: None****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 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.

A. B6060 Floor Finishes – Various Sites FY 2013-14

Ecolab, Inc.	St. Paul, MN	5 Items	\$60,000.00
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The vendor has agreed to extend the contract with the same terms and conditions with a 2% price increase. The vendor has held their pricing for the past two years; the estimate award takes this price into consideration as well as the addition of another floor care product. This vendor provides floor care product used by custodial services at all sites throughout the district. Amount of usage and cost vary each year based on floor care schedules and funding.

This is the third extension of the contract.

2012-2013	Estimated Expenditure	\$ 58,200.00
2011-2012	Actual Expenditure	\$ 60,111.62
2010-2011	Actual Expenditure	\$ 43,730.03

Funding Source: Individual Custodial Accounts Districtwide

Contact: Sheila Mason

sheila.mason@dmschools.org; 242-7980

B. B6332 Custodial Chemicals FY 2013-14

AmSan	Urbandale	Estimated Award	\$28,000.00
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The vendor has agreed to extend the contract with the same terms, conditions and pricing as last year. This vendor provides concentrated green sealed certified custodial cleaning products and a disinfectant product for use by custodial services throughout the district.

This is the second extension of the contract.

2012-2013	Estimated Expenditure	\$28,000.00
2011-2012	Actual Expenditure	\$37,071.44

Funding Source: Individual Custodial Accounts Districtwide

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

C. B6355 Foaming Soap FY 2013-14

First Choice	Des Moines, IA	1 Item	Est. Award	\$47,000.00
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The vendor has agreed to extend the contract with the same terms, conditions and pricing as last year. This vendor provides foaming soap for the district.

This is the second extension of the contract.

2012-2013	Estimated Expenditure	\$47,000.00
2011-2012	Actual Expenditure	\$65,616.12

Funding Source: Individual Custodial Accounts Districtwide

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

D. B6669 Pest Extermination and Management Services 7/1/2013 - 6/30/2016

Orkin	West Des Moines, IA	Award	\$27,600.00
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The district requires the use of pest extermination and management services as part of its integrated pest management program. The suggested award is the low bid meeting specification. The contract is for a 3-year fixed rate with an option for a two-year renewal. The current contract that expires June 30, 2013, was at a rate of \$31,800. This will be a savings of \$12,600/13% over a three year period.

Bids were examined by the Purchasing and Custodial Services departments. A complete bid tabulation is available @ [B6669-Pest-Exterminationbidtab.pdf](#)

Funding Source: Custodial and Food Service Accounts

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

E. B6483 Audio Visual - Level #1 Casio Projectors FY 2013-14

EA Audio Visual	Rockford, MN	Est. Award	\$183,750.00
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The vendor has agreed to extend the contract with the same terms, conditions and pricing. This vendor provides digital presenters for classroom use throughout the district

This is the first extension of the contract.

2012-2013	Estimated Expenditure	\$130,310.00
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Funding Source: Individual Site Technology Accounts

Contact: Dan Warren
danny.warren@dmschools.org; 242-8192

F. B6714 New Buses for Transportation FY 2013-14

65 Passenger Conventional Buses (Blue Bird)			
School Bus Sales - Waterloo, IA	7 each	Total	\$571,172.00
83 Passenger Transit Buses (Thomas)			
Thomas Bus Sales of Iowa – Des Moines IA	2 each	Total	<u>\$197,762.00</u>
TOTAL			\$768,934.00

The suggested awards are low bids meeting specifications. Bids were examined by the Purchasing & Transportation Departments. A complete tabulation of bid is available online at: [B6714-New-School-Bus-Bid-tab](#)

7 bid requests were mailed, 3 bids were received, and 4 vendors did not respond.

Funding Source: Physical Plant & Equipment Levy (PPEL)

Contact: Todd Liston

todd.liston@dmschools.org; 242-7832

G. B6077 Classroom Furnishings FY 2013-14

Iowa Prison Industries Des Moines, IA 11 Items Est. \$220,000.00

Iowa Prison Industries has agreed to extend the contract with the same terms and conditions. This vendor provides classroom and office furnishings for remodeled sites throughout the district.

This is the third extension.

2012-2013	Est.	\$504,484.4
2011-2012	Actual	\$343,074.4
2010-2011	Actual	\$101,073.9

Funding Source: Statewide penny and individual site accounts.

Contact: Dave Silver

david.silver@dmschools.org; 242-7700)

Item No. 10

Page 1 of 1

**Subject: APPROVAL OF HIGH-VOLUME TECHNOLOGY PURCHASES
INCREASES FOR FY2012-2013****For: ACTION****Presentation: None****Contact: Dan Warren****Attachment: None**

(danny.warren@dmschools.org 242-8192)

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

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

Pricing associated with these purchases will be based on bidding practices consistent with board policy. Funding for these purchases is provided in the board adopted FY13 budget. We are asking that the following vendors be increased for FY13.

Contract No.

A. Equipment (bought in high quantity)

CDW Government Inc.

\$1,000,000 to
\$1,500,000

B. Telephone Services, Maintenance and Equipment

Black Box Corporation (telephone equipment
maintenance)

\$200,000 to
\$500,000

C. Building Technology Installation

Graybar (materials for wiring, telephone parts)

\$750,000 to
\$1,000,000

D. Services

Vital

\$200,000 to
\$300,000

Funding Source: Various Districtwide Accounts

Item No. 11**Page 1 of 1****Subject: RESOLUTION TO HOLD PUBLIC HEARING:
SALE OF PARCEL 'O' 14.74 ACRES, 300 COUNTY LINE ROAD****For: ACTION****Presentation: None****Contact: Bill Good****Attachment: None**(harold.good@dmschools.org: 242-8321)

Issue: Sale of 14.74 acres property located at 300 County Line Road, Des Moines, Iowa 50320.

Background: The district owns the property at 300 County Line Road. The district does not have any long-term needs for this property. There will be a covenant as part of the sale requiring single-family housing. Offer is for the appraised value (\$210,000) 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 parcel of property located at 300 County Line Road (see description of parcel below).

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 Solid Ground, LLC in the amount of \$210,000. The area subject to the sale is located at 300 County Line Road, Des Moines, Iowa 50320 and is legally described as follows:

PARCEL "O" DESCRIPTION:

A PART OF THE WEST 1650 FEET OF THE SOUTH 1320 FEET OF THE SOUTHWEST 1/4 OF SECTION 34, TOWNSHIP 78 NORTH, RANGE 24 WEST OF THE 5TH P.M. IN THE CITY OF DES MOINES, POLK COUNTY, IOWA AND DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTHWEST CORNER OF SAID SECTION 34; THENCE NORTH 00°<DEGREES> 15'(MINUTES) 01"(SECONDS) WEST ALONG THE WEST LINE OF SAID SOUTHWEST 1/4, A DISTANCE OF 665.29 FEET; THENCE SOUTH 89°23'20" EAST, 45.00 FEET TO THE SOUTHWEST CORNER OF PARCEL "M" AS RECORDED IN BOOK 14401, PAGE 847 OF THE POLK COUNTY RECORDER'S OFFICE AND TO THE POINT OF BEGINNING; THENCE SOUTH 89°23'20" EAST ALONG THE SOUTH LINE OF SAID PARCEL "M", 1027.57 FEET; THENCE SOUTH 01°55'32" WEST, 632.29 FEET TO THE NORTH RIGHT-OF-WAY LINE OF E. COUNTY LINE ROAD; THENCE NORTH 89°23'38" WEST ALONG SAID NORTH RIGHT-OF-WAY LINE, 1003.56 FEET; THENCE NORTH 00°15'01" WEST, 632.28 FEET TO THE POINT OF BEGINNING AND CONTAINING 14.74 ACRES (642,003 S.F.). PROPERTY SUBJECT TO ANY AND ALL EASEMENTS OF RECORD.

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 April 16 at 6:00 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.

Item No. 12

Page 1 of 1

**Subject: RESOLUTION TO HOLD PUBLIC HEARING:
SALE OF 707.015 SQUARE FEET OF PROPERTY AT LINCOLN HIGH
SCHOOL**

For: ACTION

Presentation: None

Contact: Bill Good

Attachment: None

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

Issue: Sale of 707.015 square feet of property located on the north side of Bell Avenue across from Lincoln High School, Des Moines, Iowa 50315.

Background: The district owns property on the north side of Bell Avenue which is vacant. Brace LLC needs an additional 707.015 square feet for the purpose of a drive through for a new Subway Store at the NW corner of SW 9th and Bell Ave. The proposed area would not impact the remaining district property.

Superintendent's Recommendation: The superintendent recommends the board approve the resolution to hold a public hearing for the purpose of selling the parcel of property located on Bell Avenue (see description of parcel below).

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 Brace LLC in the amount of \$1,400.00. The area subject to the sale is located on the north side of Bell Ave (north of Lincoln High School), Des Moines, Iowa 50315 and is legally described as follows:

A part of Lot C of Southwest 9th Street Place, an Official Plat, Des Moines, Polk County, Iowa, and a part of Lot 38 of Bell Place Plat 2, an Official Plat, Des Moines Polk County, Iowa, all of which is more specifically described as follows:

Beginning at the Southeast Corner of Lot C of Southwest 9th Street Place, an Official Plat, Des Moines, Polk County, Iowa, said point being on the Northerly Right-of-Way Line of Bell Avenue as it is presently established; thence N68°19'48"W, 20.00 feet along the South Line of said Lot C and along said Northerly Right-of-Way Line; thence N15°09'15"E, 71.16 feet, to the East Line of Lot 38 of Bell Place Plat 2, an Official Plat, Des Moines, Polk County, Iowa; thence S00°00'44"W, 76.07 feet along the East Line of said Lot 38 and said Lot C, to the Southeast Corner of said Lot C and to the Point of Beginning.

Said tract of land contains 707.015 square feet. (462.398 square feet in Lot C and 244.617 square feet in Lot 38).

Said tract of land subject to all easements of record.

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 April 16 at 6:00 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.

Item No. 13

Page 1 of 1

Subject: PURCHASE OF INSTRUCTIONAL MATERIALS—CURRICULUM**For: ACTION****Presentation: None****Contact: Holly Crandell/Tom Ahart****Attachments: None**

(holly.crandell@dmschools.org; 242-7947/thomas.ahart@dmschools.org)

Issue: Purchase of instructional materials for U.S. Government, AP Biology, AP English Literature, AP English Language and AP Statistics

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

Presenters: None.

The materials are for the following courses:

United States Government <i>Government Alive!</i>	Teacher Curriculum Institute www.teachtci.com	\$75,265.00
AP Biology <i>Biology: The Unity and Diversity of Life, 13 e</i>	Cengage/HM-Harcourt	\$43,615.00
AP Statistics <i>The Practice of Statistics, 4e</i>	Bedford, St. Martin's, Freeman, Worth Publishing	\$37,014.55
AP English Language <i>Writing America</i>	Pearson	\$37,298.01
<i>The Language of Composition, Everything's an Argument, Literature and Composition</i>	Bedford/St. Martin's	\$21,544.56
Total		\$214,737.12

Funding Source: FY2012-2013 Curriculum Materials Budget: HSRGWLZJ – 0641

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

Item No. 14**Page 1 of 1****Subject: TITLE I SUPPLEMENTAL EDUCATION SERVICES FOR SPRING****For: ACTION****Presentation: None****Contact: Holly Crandell****Attachment: None**

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

Issue: Parents/guardians from Title I schools submitted Supplemental Education Services (SES) Request Forms for 28 students for tutoring services through A+ Learning Solutions for the spring semester.

Superintendent's Recommendation: The superintendent recommends the board approve the purchase, \$36,988.

Presenters: None. Holly Crandell will be available to answer any questions.

Background: Federal regulations require all Title I schools designated as Schools in Need of Assistance (SINA), year 2 and beyond, to offer students SES services. All 27 of the district's Title I schools must offer SES. Districts required to provide SES must reserve a minimum of 5 percent of their district Title I allocation for these services. The Iowa Department of Education calculates a per pupil allocation for each district for SES services. The DMPS SES per pupil allocation is a maximum of \$1,321 in SES funding for services during the 2012-13 school year. Parents/guardians may select from among 24 providers for SES services and the district is billed by the provider for these services.

Item No. 15**Page 1 of 1****Subject: SUPPLEMENTAL EDUCATION SERVICES FOR SPRING****For: ACTION****Presentation: None****Contact: Holly Crandell****Attachment: None**

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

Issue: Parents/guardians from Title I schools submitted Supplemental Education Services (SES) Request Forms for 48 students for tutoring services through Sylvan Learning Center for the spring semester.

Superintendent's Recommendation: The superintendent recommends the board approve the purchase, \$63,408.

Presenters: None. Holly Crandell will be available to answer any questions.

Background: Federal regulations require all Title I schools designated as Schools in Need of Assistance (SINA), year 2 and beyond, to offer students SES services. All 27 of the district's Title I schools must offer SES. Districts required to provide SES must reserve a minimum of 5 percent of their district Title I allocation for these services. The Iowa Department of Education calculates a per pupil allocation for each district for SES services. The DMPS SES per pupil allocation is a maximum of \$1,321 in SES funding for services during the 2012-13 school year. Parents/guardians may select from among 24 providers for SES services and the district is billed by the provider for these services.

Item No. 16

Page 1 of 2

Subject: ADVANCING NEW TEACHER PRACTICE**For: ACTION****Presentation: None****Contact: Holly Crandell****Attachment: None**

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

Issue: Des Moines Public Schools has maintained a state-mandated mentoring and induction program through the utilization of the Journey to Excellence (JTE) mentoring program; however, the Iowa Department of Education is no longer supporting the JTE program. The district must begin to transition to a new mentoring model in the 2013-14 school year to accommodate the stipulations in our new alternative teacher contract and to meet the future Iowa Department of Education expectations for teacher leadership/mentoring.

Superintendent's Recommendation: The superintendent recommends the board approve the contract with New Teacher Center to develop our mentoring and new teacher induction program.

Presenters: None

Background: Specific considerations include continuing with the current Journey to Excellence (JTE) mentoring program for all second-year teachers in 2013-14. Mentors would continue to operate under their current guidance and stipend. All 2013-14 first-year teachers would begin under the New Teacher Center (NTC) model. Budgetary approval is requested to establish a working relationship with the New Teacher Center in order to implement their model within the district. The key elements of the NTC model will include:

- Carefully selected mentors.
- Full or substantial release time for mentors.
- Participation by all first- and second-year teachers (Iowa state policy).
- Mentoring training.
- Ongoing professional development for mentors.
- Professional standards.
- Formative assessment.
- Classroom instruction and content-focused mentoring.

The 2013 Iowa legislative session will help us determine funding for subsequent years as teacher leadership/mentoring has been identified as a priority.

Item No. 16**Page 2 of 2**

NTC model implementation itemization for 2013-2014 school year:		
Implementation (including 15 days of customized consultation)		\$27,000.00
Coaching support to facilitate 5 mentor and instructional coaches forums		\$9,000.00
5 days of mentor shadowing and field visits		\$9,000.00
Delivery of 12 full-days of mentor and instructional coach PD		\$57,000.00
Use of NTC formative assessment system		\$25,300.00
Facilitation of 1 day principal PD		\$4,800.00
Administration and analysis of NTC Online Induction Survey		\$5,500.00
Travel		Variable/as needed
Estimated year one teacher induction costs		\$138,000.00

Funding: General Fund (Human Resources)

Item No. 17

Page 1 of 1

Subject: NEW PRINCIPAL LEADERSHIP DEVELOPMENT**For: ACTION****Presentation: None****Contact: Holly Crandell****Attachment: None**

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

Issue: Iowa requires school districts to provide a qualified mentor to each beginning school administrator for a minimum of one year; a second year is optional if determined to be necessary to meet Iowa standards for school administrators.

Superintendent's Recommendation: The superintendent recommends the board approve the contract with New Teacher Center to develop a new principal induction program for the district.

Presenters: None

Background: The district has used School Administrators of Iowa to provide new principal and mentor training. District administrators feel the mentor training provided was often not applicable to their situation in a large, urban district. It is our intention to build the capacity within our own organization to create an aligned system of support with our new teacher induction program with New Teacher Center (NTC). The Principal Induction Academy would train qualified mentors to build internal capacity within the district to meet state requirements.

NTC model implementation itemization for 2013-2014:

Implementation (including 10 days of customized consultation)	\$18,000.00
Coaching support to facilitate 8 coach forums	\$24,000.00
5 days of mentor shadowing and field visits	\$9,000.00
Delivery of 6 full days of new principal PD	\$28,800.00
Delivery of 6 full days of new principal PD	\$28,800.00
Use of NTC formative assessment system	\$2,400.00
2 full days of PD to principal supervisors & 4 days of field visits	\$16,800.00
Administration and analysis of NTC Online Induction Survey	\$500.00
Travel	Variable/as needed

Estimated year one principal induction costs	\$128,300.00
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Funding: General Fund (Human Resources)

Item No. 18**Page 1 of 1****Subject: PERSONNEL RECOMMENDATIONS****For: ACTION****Presentation: None****Contact: Thomas Harper**
(thomas.harper@dmschools.org; 242-7763)**Attachment: None**

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

Background:**LEAVE OF ABSENCE**

Name	School, Position	Effective Date	Reason
Snell, Cynthia	Leave of Absence	08/19/2013	Kofu Teacher Exchange

RESIGNATION

Name	School, Position	Effective Date	Reason
Albright, Sara	Leave of Absence	03/11/2013	Personal
Langston, Tina	Resignation *	09/10/2012	Personal
Olson, Britney	Leave of Absence	03/07/2013	Personal
Quiner, Rochelle	Leave of Absence	03/13/2013	Personal
Sosnowski, Jamie	Leave of Absence	03/01/2013	Personal

* Cowles Principal

Item No. 19**Page 1 of 1****Subject: LIST OF BILLS FOR APPROVAL****For: ACTION****Presentation: None****Contact: Thomas Harper**
(thomas.harper@dmschools.org; 242-7745)**Attachment: None**

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: VARIABLE AIR VOLUME (VAV) CONVERSION-HOOVER HIGH SCHOOL****For: PUBLIC HEARING/ACTION****Presentation: None****Contact: Bill Good**
(harold.good@dmschools.org; 242-8321)**Attachment: None**

Issue: Approval of the plans and specifications for the mechanical system VAV conversion project at Hoover High School. Publication for the public hearing was included in The Des Moines Register on March 25, 2013.

Superintendent's Recommendation: The superintendent recommends that the board approve the plans and specifications prepared by Alvine Engineering for the VAV conversion project at Hoover High School.

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

Background: This project includes upgrading existing classroom heating and cooling controls and air distribution system. Work also includes replacing motors, dampers and controls.

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

Funding: Statewide Penny (Students First Program)

Minutes

The chair called the public hearing to order at 6:04 p.m. With no speakers present, the public hearing was closed.

Ms. Caldwell-Johnson moved approval of the superintendent's recommendation to approve the plans and specifications prepared by Alvine Engineering for the VAV conversion project at Hoover High School, seconded by Ms. Boesen.

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

Item No. 21**Page 1 of 1****Subject: PROPOSED CHANGES TO 400 SERIES****For: ACTION****Presentation: None****Contact: Patricia Lantz****Attachment: 13-021**(patricia.lantz@dmschools.org; 242-7837)

Issue: Proposed changes to the 400 series policies.**Presenters:** None. Patricia Lantz will be present to answer any questions.**Background:** Minor changes to the 400 series are proposed to existing policies. A new policy to incorporate the Alternative Teaching Contract is included.**Minutes**

Pat Lantz said a new policy on the alternative teacher contract has been added and there will be corresponding procedures. Most of the changes relate to the Code and other minor corrections.

Mr. Sweeney moved approval of the changes to series 400, seconded by Ms. Boesen.

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

Nay: None

Motion passed 7-0.