

**DES MOINES PUBLIC SCHOOLS  
REGULAR SCHOOL BOARD MEETING  
1800 GRAND AVENUE  
MINUTES  
APRIL 16, 2013**

**PUBLIC FORUM — 5:45 P.M. - 5:53 P.M.**

The Board of Directors held a public forum on Tuesday, April 16, 2013, in the multi-purpose room at 1800 Grand Avenue; Dick Murphy presiding.

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

Speakers: Andrew Rasmussen, 313 SE Sharon, Ankeny  
Ben Howard, 2751 E. Euclid, Des Moines

**REGULAR MEETING — 6:01 P.M.**

The Board of Directors met in regular session on Tuesday, April 16, 2013, in the multi-purpose room at 1800 Grand Avenue; Dick Murphy presiding.

Present: Elsbernd, Howard, Jongewaard, Murphy, Sweeney and connected by phone  
Boesen  
Absent: Caldwell-Johnson

**APPROVAL OF AGENDA — 6:01 P.M.**

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

Aye: Boesen, Elsbernd, Howard, Jongewaard, Murphy, Sweeney  
Nay: None  
Motion passed 6-0.

**APPROVAL OF MINUTES — 6:02 P.M.**

Mr. Jongewaard moved approval of the minutes for April 2 and April 9, 2013, seconded by Mr. Sweeney.

Aye: Boesen, Elsbernd, Howard, Jongewaard, Murphy, Sweeney  
Motion passed 6-0.

**DISTRICT RECOGNITIONS — 6:03 P.M.**

Superintendent Ahart recognized the North High School History Bowl Team for winning the Iowa History Bowl competition on March 9. Team members Julius Tembe, Cody

McKeehan, Clark Reimers, and Brandon Shoemaker are coached by Homer Hill. The team will compete at the National History Bowl in Arlington, Virginia on April 27 & 28.

Several students received honors at the Middle School State Science Fair on April 4 and 5<sup>th</sup> at Hilton Coliseum in Ames. Of the 50 students from 6 middle schools, 12 placed in the top 5 in their respective categories with several students receiving special category awards.

Grand Champion and Reserve Champion in Overall Junior High Physical Science were Dezell Turner, Cowles Elementary School, and Ankita Chatterjee, Central Campus. Other award recipients include:

|                        |                |                  |   |
|------------------------|----------------|------------------|---|
| Forrest LaPrade        | Callanan       | First            | 6 <sup>th</sup> Grade Physical Science  |
| Nosa Ali               | Callanan       | Third            | 8 <sup>th</sup> grade Biological Division                                     |
| Devin Callahan         | Callanan       | Fifth            | 7 <sup>th</sup> Grade Physical  |
| Abby Espinosa-Gonzalez | Harding        |                  | Honors in 2 categories  |
| Louise Bequeaith       | Cowles         | Second           | 6 <sup>th</sup> Grade Biological  |
| Chloe O'Connor         | Cowles         | Sixth            | 6 <sup>th</sup> Grade Physical  |
| Dezell Turner          | Cowles         | First            | 7 <sup>th</sup> Grade Physical  |
|                        |                |                  | Special Navy & Marine Award   |
|                        |                |                  | U of IA College of Engineering Overall in Junior High Biological Div. (\$500) |
| Maya Miller            | Merrill        | Hon. Mention     | 7 <sup>th</sup> Grade Physical  |
| Rabsa Naseer           | Merrill        | Fifth            | 7 <sup>th</sup> Grade Biological  |
| Intisar Becic          | Merrill        | Third            | 7 <sup>th</sup> Grade Physical  |
| Ankita Chatterjee      | Central Campus | Best             | Food Science & Human Nutrition  |
|                        |                | Second           | 8 <sup>th</sup> Grade Physical  |
|                        |                | Reserve Champion | Overall Junior High Physical  |
|                        |                |                  | U of IA College of Engineering Overall in Junior High Biological Div. (\$500) |

#### CONSENT ITEMS — 6:13 P.M.

|  |    |
|--|----|
| 7. Architect Payments .....  | 1  |
| 8. Construction Payments .....   | 3  |
| 9. Contract for Approval .....   | 6  |
| 10. Award of Contracts on Bid .....  | 7  |
| 11. 5243-09 Community Ed Catalogs Renewal FY 2013-2014 .....                       | 15 |
| 12. Award of Bid No. B6706—Renovation of Prospect Support Facility.....            | 16 |
| 13. Award of Quote No. Q6671—Asbestos Abatement at Prospect Support Facility ..... | 17 |
| 14. Award of Design for Merrill Middle School Addition.....                        | 18 |

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|   |    |
|---|----|
| 15. Final Acceptance of Contract—Bid No. B6321 Harding Mechanical Retrofit..... | 19 |
| 16. SunGard Professional Services and Punchout Module.....                      | 20 |
| 17. Purchase of Instructional Materials—Curriculum.....                         | 21 |
| 18. Personnel Recommendations .....   | 22 |
| 19. List of Bills for Approval .....  | 23 |

## **Minutes**

Mr. Howard noted his reservation for awarding bids outside the area, including the printing and distribution contract for the Community Education catalog, then moved that the board approve the consent items including payment of bills previously authorized and certified by the secretary in the amount of \$1,458,912.09 and unpaid bills in the amount of \$4,710,599.06, seconded by Ms. Elsbernd.

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

Nay: None

Motion passed 6-0.

## **PUBLIC HEARINGS — 6:15 P.M.**

|   |    |
|---|----|
| 20. Sale of 707.015 Square Feet of Property at Lincoln High School (6-0)..... | 24 |
| 21. Sale of Parcel “O” 14.74 Acres, 300 County Line Road (6-0) .....          | 25 |
| 22. Casady Asbestos Abatement (6-0) .....                                     | 26 |
| 23. Disposal of UH-1H Helicopter (6-0).....                                   | 27 |

## **OTHER — 6:39 P.M.**

|   |    |
|---|----|
| 24. Audit Committee Report and Update ..... | 28 |
| 25. Renewal of Audit Services (6-0).....    | 30 |
| 26. Graduation Rate Report .....            | 31 |

Break – 7:45-7:55 P.M.

|  |    |
|--|----|
| 27. Common Core: Implementation (Part 1) ..... | 33 |
| 28. Central Administration Staff .....         | 35 |

## **CHAIR’S REPORT — NONE**

## **SUPERINTENDENT’S REPORT — NONE**

## **ADJOURN — 9:25 P.M.**

The chair adjourned the meeting and cancelled the work session when the fire alarm went off.

Item No. 7

Page 1 of 2

Subject: ARCHITECT PAYMENTS

For: ACTION

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

Attachments: None

**Issue:** Payment of architect / engineer invoices.**Superintendent's Recommendation:** The superintendent recommends that the following architect/engineer payments be authorized.

| <u>Architect/Engineer/Project</u>                  | <u>Percent Paid</u> | <u>Estimated Fee</u> | <u>Previous Payments</u> | <u>Current Payment</u> |
|--|---------------------|----------------------|--------------------------|------------------------|
| <b><u>KCL Engineering</u></b>                      |                     |                      |                          |                        |
| Prospect Support Facility<br>Architect App 5 (SWP) | 64%                 | \$82,500.00          | \$51,306.00              | \$1,494.00             |
| <b><u>OPN Architects</u></b>                       |                     |                      |                          |                        |
| Hiatt Middle School<br>Architect App. 19 (SWP)     | 96%                 | \$379,385.00         | \$362,610.00             | \$3,355.00             |
| <b><u>BCDM Architects</u></b>                      |                     |                      |                          |                        |
| Studebaker Elementary<br>FINAL (SWP)               | 100%                | \$241,800.00         | \$229,800.00             | \$12,000.00            |
| <b><u>Design Group</u></b>                         |                     |                      |                          |                        |
| Edmunds Elementary<br>Architect App 26 (SWP)       | 86%                 | \$566,500.00         | \$478,002.06             | \$10,621.00            |
| Hoyt Middle School<br>Architect App 9 (SWP)        | 71%                 | \$375,000.00         | \$255,000.00             | \$11,484.00            |
| <b><u>Wells + associates</u></b>                   |                     |                      |                          |                        |
| Findley Elementary<br>Architect App. 9 (SWP)       | 74%                 | \$253,686.00         | \$180,355.78             | \$7,700.16             |
| Casady Education Center<br>Architect App. 1 (SWP)  | 11%                 | \$378,780.00         | \$0.00                   | \$40,908.24            |
| Jefferson Elementary<br>Architect App. 9 (SWP)     | 74%                 | \$251,400.00         | \$183,090.20             | \$1,979.64             |

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Item No. 7

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**Shive Hattery**

|                                      |      |              |             |            |
|--------------------------------------|------|--------------|-------------|------------|
| Brody School Addition<br>FINAL (SWP) | 100% | \$103,540.00 | \$99,613.00 | \$3,927.00 |
|--------------------------------------|------|--------------|-------------|------------|

**RDG Planning and Design**

|  |     |             |             |            |
|--|-----|-------------|-------------|------------|
| Park Avenue Elementary<br>Architect App. 7 (SWP) | 67% | \$96,250.00 | \$54,614.18 | \$9,873.32 |
|--|-----|-------------|-------------|------------|

|  |     |              |              |            |
|--|-----|--------------|--------------|------------|
| Pleasant Hill Elementary<br>Architect App. 8 (SWP) | 67% | \$342,000.00 | \$223,730.93 | \$5,409.07 |
|--|-----|--------------|--------------|------------|

|   |     |              |              |            |
|---|-----|--------------|--------------|------------|
| Central Campus Phase 3<br>Architect App. 13 (SWP) | 82% | \$312,741.00 | \$248,290.24 | \$7,126.73 |
|---|-----|--------------|--------------|------------|

|              |  |  |  |                     |
|--------------|--|--|--|---------------------|
| <b>TOTAL</b> |  |  |  | <b>\$115,878.16</b> |
|--------------|--|--|--|---------------------|

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

**Item No. 8****Page 1 of 3****Subject: CONSTRUCTION PAYMENTS****For: ACTION****Contact: Bill Good**

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

**Attachments: None****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> |
|--|---------------------|----------------------|--------------------------|----------------------------|
| <b><u>Cerebral</u></b><br>Jefferson Elementary<br>Addition (SWP)<br>GC App. 2<br>Sealed Bid No. B6641        | 6%                  | \$5,200,262.00       | \$201,400.00             | \$132,364.45               |
| <b><u>Dean Snyder</u></b><br>Hiatt Middle School<br>(SWP) - Renovation<br>GC App. 13<br>Sealed Bid No. B6486 | 99%                 | \$6,687,654.00       | \$6,643,522.70           | \$13,592.25                |
| Hoyt Middle School<br>Addition / Ren. (SWP)<br>GC App. 1<br>Sealed Bid NO. B6658                             | 1%                  | \$7,540,800.00       | \$0.00                   | \$86,621.95                |
| <b><u>DDVI</u></b><br>Central Campus<br>Phase 3 Renovation<br>GC App. 9 (SWP)<br>Sealed Bid No. B6499        | 89%                 | \$4,097,278.00       | \$3,478,013.21           | \$169,528.06               |
| <b><u>Stahl Construction</u></b><br>Edmunds<br>GC App. 10 (SWP)<br>Sealed Bid No. B6504                      | 72%                 | \$10,461,285.00      | \$6,637,766.18           | \$882,653.10               |

**Item No. 8****Page 2 of 3****Edge Commercial**

|   |    |                |             |              |
|---|----|----------------|-------------|--------------|
| Pleasant Hill School<br>Addition (SWP)<br>GC App. 2<br>Sealed Bid No. B6640 | 9% | \$3,870,400.00 | \$87,970.00 | \$247,088.35 |
|---|----|----------------|-------------|--------------|

**Lang Construction**

|   |     |                |              |              |
|---|-----|----------------|--------------|--------------|
| Findley Elementary<br>Addition (SWP)<br>GC App. 2<br>Sealed Bid No. B6613 | 10% | \$4,623,300.00 | \$176,456.33 | \$280,515.11 |
|---|-----|----------------|--------------|--------------|

|  |      |                |                |              |
|--|------|----------------|----------------|--------------|
| Studebaker Elementary<br>Addition (SWP)<br>RETAINAGE RELEASE<br>Sealed Bid No. B6488 | 100% | \$4,103,566.00 | \$3,898,387.57 | \$205,178.43 |
|--|------|----------------|----------------|--------------|

**Pro Commercial LLC**

|   |    |                |        |             |
|---|----|----------------|--------|-------------|
| Park Avenue School<br>Renovation (SWP)<br>GC App. 1<br>Sealed Bid No. B6693 | 2% | \$1,944,747.00 | \$0.00 | \$43,820.65 |
|---|----|----------------|--------|-------------|

**Rochon Corp.**

|   |     |                |                |              |
|---|-----|----------------|----------------|--------------|
| Harding Middle School<br>Renovation (SWP)<br>GC App. 16<br>Sealed Bid No. B6321 | 99% | \$4,864,998.00 | \$4,716,225.16 | \$141,334.20 |
|---|-----|----------------|----------------|--------------|

**REEP, Inc.**

|  |     |              |             |              |
|--|-----|--------------|-------------|--------------|
| Kurtz Building<br>Windows (SWP)<br>GC App. 2<br>Sealed Bid No. B6586 | 53% | \$515,623.00 | \$13,225.14 | \$258,588.18 |
|--|-----|--------------|-------------|--------------|

**ECCO Midwest**

|  |     |              |        |             |
|--|-----|--------------|--------|-------------|
| Findley School<br>Asbestos Abatement<br>App. 1(SWP)<br>Sealed Bid No. 6617 | 20% | \$122,222.00 | \$0.00 | \$24,225.00 |
|--|-----|--------------|--------|-------------|

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**Seneca Environmental**

|  |     |             |        |             |
|--|-----|-------------|--------|-------------|
| Pleasant Hill School<br>Asbestos Abatement<br>App. 1 (SWP)<br>Sealed Bid No. B6665 | 31% | \$97,775.00 | \$0.00 | \$30,652.46 |
|--|-----|-------------|--------|-------------|

|  |     |              |        |             |
|--|-----|--------------|--------|-------------|
| Hoyt Middle School<br>Asbestos Abatement<br>App. 1 (SWP)<br>Sealed Bid No. B6672 | 31% | \$104,500.00 | \$0.00 | \$32,760.75 |
|--|-----|--------------|--------|-------------|

|  |     |             |        |             |
|--|-----|-------------|--------|-------------|
| Kurtz Building<br>Asbestos Abatement<br>App. 1 (SWP)<br>Sealed Bid No. B6592 | 38% | \$35,100.00 | \$0.00 | \$13,338.00 |
|--|-----|-------------|--------|-------------|

|              |  |  |  |                       |
|--------------|--|--|--|-----------------------|
| <b>TOTAL</b> |  |  |  | <b>\$2,562,260.94</b> |
|--------------|--|--|--|-----------------------|

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

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**Item No. 9****Page 1 of 1****Subject: CONTRACT FOR APPROVAL****For: ACTION****Presentation: None****Contact: Shelly Bosovich**  
(shelly.bosovich@dmschools.org; 242-7714)**Attachment: None**

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

**Contract No. 13-018****Project:** Orchard Place Summer School**Contractor:** Orchard Place

**Background:** Orchard Place wants to provide a summer school program for its residents, but lacks the necessary and qualified staff to provide such a program. Therefore, Orchard Place has requested to contract with the district to provide staff and services to provide summer school. All costs of the summer program will be reimbursed; therefore, there is no cost to the district. The following is an estimated breakdown of the cost for the summer program.

**Financial**

Revenues: \$56,640

Expenses: \$54,720 Supervisor, Teacher and Associate Salaries  
      1,920 Consumable Materials  
      \$56,640

**Term:** This agreement is from June 10, 2013, through August 31, 2013.**New or Renewal:** New**Contact:** Shelly Bosovich  
[shelly.bosovich@dmschools.org](mailto:shelly.bosovich@dmschools.org); 242-7714

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**Item No. 10****Page 1 of 8****Subject: AWARD OF CONTRACTS ON BID****For: ACTION****Presentations: None****Contact: Various****Attachments: None**

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

**A. B5127-07 for High Speed Digital Stencil Duplicators Rental FY 2013-14**

Midwest Office Technology      Des Moines IA      \$150,000.00

The vendor has agreed to extend the contract at the same cost per copy of \$.0072 which includes machine rental, Hecon keypads, all supplies, parts & labor, but excludes paper. The district has requested this extension in order to develop a long term plan to reduce the costs of printing throughout the district. This extension will allow Technology to merge the multifunctional copiers, high speed duplicators and printer maintenance bids into a managed print program in FY 15-16.

|           |        |               |
|-----------|--------|---------------|
| 2011-2012 | Actual | \$ 147,030.00 |
| 2010-2011 | Actual | \$ 151,000.00 |
| 2009-2010 | Actual | \$ 145,663.70 |
| 2008-2009 | Actual | \$ 207,305.12 |
| 2007-2008 | Actual | \$ 165,876.57 |

**Funding Source:** Various Accounts Districtwide

**Contact:** Dan Warren

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

**B. B6115 Multifunctional Copiers FY 2013-14**

|                           |               |   |
|---------------------------|---------------|---|
| Midwest Office Technology | Des Moines IA | <b>\$350,000.00</b><br><del>\$28,000.00</del> |
|---------------------------|---------------|---|

The vendor leases multifunctional copiers districtwide; this is the fourth year of a five-year lease. The vendor has agreed to extend the contract with the same terms and conditions.

This is the fourth extension of the contract.

|           |              |              |
|-----------|--------------|--------------|
| 2012-2013 | Est. Award   | \$350,000.00 |
| 2011-2012 | Actual Award | \$325,000.00 |
| 2010-2011 | Actual Award | \$304,000.00 |

**Funding Source:** Various Districtwide Accounts

**Contact:** Dan Warren  
danny.warren@dmschools.org (242-8192)

**C. B6541 Renewal Dishwashing & Kitchen Chemicals FY 2013-14**

|                     |          |            |              |
|---------------------|----------|------------|--------------|
| National Everything | Omaha NE | Est. Award | \$108,300.00 |
|---------------------|----------|------------|--------------|

The vendor has agreed to extend the contract for FY 13-14 with the same terms and conditions, with a 2% price increase. This vendor provides cleaning chemicals for all automated dishwashing equipment and kitchen applications.

This is the first extension of the contract.

|           |                 |              |
|-----------|-----------------|--------------|
| 2011-2012 | Estimated Award | \$106,200.00 |
|-----------|-----------------|--------------|

**Funding Source:** Central Nutrition Accounts

**Contact:** Sandy Huisman  
sandy.huisman@dmschools.org

**D. B6721 One-ton 4x4 Pickup Truck with Plow**

|               |            |         |             |
|---------------|------------|---------|-------------|
| Stiver's Ford | Waukee, IA | 2 items | \$58,436.00 |
|---------------|------------|---------|-------------|

The Facility Services department will be replacing two older plow trucks in a 10 year rotation cycle. The suggested awards are low bids meeting specifications. Bids were examined by the Purchasing and Facility Services Departments. A complete tabulation of the bid is available online at: [B6721-One-Ton-Truck-Bid-Tab.pdf](#)

11 requests were sent out, 5 bids were received, 1 no bid and 5 did not respond.

**Funding Source:** Physical Plant and Equipment Levy (PEEL)

**Contact:** Dave Silver  
[david.silver@dmschools.org](mailto:david.silver@dmschools.org)

**E. 5242-09 Boiler & Cooling Tower Water Treatment Services FY 2013-14**

|                      |          |      |             |
|----------------------|----------|------|-------------|
| Water Solution Group | Anoka MN | Est. | \$52,500.00 |
|----------------------|----------|------|-------------|

The vendor has agreed to extend the terms, conditions, and pricing of the original contract. Vendor provides chemicals and maintenance services throughout the district for boilers and cooling towers.

This is the fourth and final extension of the contract.

|             |        |             |
|-------------|--------|-------------|
| 2012 – 2013 | Est.   | \$52,500.00 |
| 2011 – 2012 | Actual | \$52,500.00 |
| 2010 – 2011 | Actual | \$52,500.00 |
| 2009 – 2010 | Actual | \$52,500.00 |

**Funding Source:** Preventive Maintenance Accounts

**Contact:** Sheila Mason  
[sheila.mason@dmschools.org](mailto:sheila.mason@dmschools.org)

**F. B6569 Construction Services FY2013-14**

|                      |               |      |              |
|----------------------|---------------|------|--------------|
| Trinity Construction | Des Moines IA | Est. | \$125,000.00 |
|----------------------|---------------|------|--------------|

The vendor provides carpentry, drywall, insulation, and suspended ceiling work for Facilities Management on an as-needed basis. The vendor has agreed to extend the contract with the same terms and conditions. Pricing will be held at the same level as last year in all areas except carpentry. Hourly labor rates for carpentry will increase \$.88 for journeymen and \$.67 for apprentice.

This is the first extension of the contract.

|             |      |              |
|-------------|------|--------------|
| 2012 – 2013 | Est. | \$125,000.00 |
|-------------|------|--------------|

**Funding Source:** Facility Services Account

**Contact:** Dave Silver  
[david.silver@dmschools.org](mailto:david.silver@dmschools.org)

**G. Q6068 Carpet Installation Service FY 2013-14**

|                      |              |      |             |
|----------------------|--------------|------|-------------|
| Ingamells Commercial | Urbandale IA | Est. | \$55,000.00 |
|----------------------|--------------|------|-------------|

The vendor has agreed to extend the contract with the same terms, conditions and pricing as last year. This service is ordered by Facilities Services as required.

This is the third extension of the contract.

|             |        |             |
|-------------|--------|-------------|
| 2012 – 2013 | Est.   | \$55,000.00 |
| 2011 – 2012 | Actual | \$53,525.00 |
| 2010 – 2011 | Actual | \$11,200.00 |

**Funding Source:** Facility Services Account

**Contact:** Dave Silver  
([david.silver@dmschools.org](mailto:david.silver@dmschools.org)/242-7700)

**H. B6303 Elevator Maintenance FY 2013-14**

|           |               |      |              |
|-----------|---------------|------|--------------|
| Kone Inc. | Des Moines IA | Est. | \$ 24,732.20 |
|-----------|---------------|------|--------------|

The vendor has agreed to extend the contract with the same terms, conditions and pricing as last year. District elevators require annual inspection, lube maintenance, and state required testing. This expenditure does not cover service calls.

This is the second extension of the contract.

|             |        |             |
|-------------|--------|-------------|
| 2012 – 2013 | Est.   | \$24,732.20 |
| 2011 – 2012 | Actual | \$24,404.64 |

**Funding Source:** Facility Services Account

**Contact:** Dave Silver  
([david.silver@dmschools.org](mailto:david.silver@dmschools.org)/242-7700)

**I. B6572 Painting Services FY 2013-14**

|                    |             |      |               |
|--------------------|-------------|------|---------------|
| Ross Painting, LLC | Carlisle IA | Est. | \$ 100,000.00 |
|--------------------|-------------|------|---------------|

The vendor has agreed to extend the contract with the same terms, conditions and pricing as last year. The vendor provides painting services throughout the district, coordinated by Facilities Management.

This is the first extension of the contract.

|             |      |             |
|-------------|------|-------------|
| 2012 – 2013 | Est. | \$84,000.00 |
|-------------|------|-------------|

**Funding Source:** Facility Services Account

**Contact:** Dave Silver  
([david.silver@dmschools.org](mailto:david.silver@dmschools.org)/242-7700)

**J. B5228-09 Carpet for Stock FY 2013-14**

|                  |            |      |             |
|------------------|------------|------|-------------|
| Mannington Mills | Calhoun GA | Est. | \$45,000.00 |
|------------------|------------|------|-------------|

The vendor has agreed to extend the contract with the same terms and conditions and a small price increase (\$0.09 per square yard). Vendor provides carpet stock and supplies for new and replacement carpet installations performed by district personnel. Award value varies with the number of yards purchased for the fiscal year.

This is the fourth and final extension of the contract.

|             |       |             |
|-------------|-------|-------------|
| 2012 – 2013 | Est.  | \$43,373.37 |
| 2011 – 2012 | Actua | \$50,221.40 |
| 2010 – 2011 | Actua | \$34,807.00 |
| 2009 – 2010 | Actua | \$45,270.00 |

**Funding Source:** PPEL (Physical Plant and Equipment Levy)

**Contact:** Dave Silver  
([david.silver@dmschools.org](mailto:david.silver@dmschools.org))

**K. Bid 5230-09 Chain Link Fence FY 2013-2014**

Des Moines Steel Fence      Johnston, IA      Est.      \$50,000.00

The vendor has agreed to extend the terms and conditions of the original contract, with a price increase averaging 4.9%.

This is the fourth and final extension of the contract.

|             |       |             |
|-------------|-------|-------------|
| 2012 – 2013 | Est.  | \$10,250.00 |
| 2011 – 2012 | Actua | \$38,297.79 |
| 2010 – 2011 | Actua | \$40,550.85 |
| 2009 – 2010 | Actua | \$37,238.88 |

**Funding Source:** Facility Services Account

**Contact:** Dave Silver  
([david.silver@dmschools.org](mailto:david.silver@dmschools.org)/242-7700)

**L. B6333 Renewal Custodial Paper Products FY 2013-2014**

Custodial paper products are used throughout the district and are ordered from Central Stores as needed from various users. The vendors have agreed to extend the contract with the same terms and conditions with a price increase of 5.7% for paper towels as agreed upon in FY12 after holding pricing for two years. Estimated costs from FY12 to FY14 are projected at an 11% decrease due to product changes.

This is the second extension of the contract.

|                 | 2013-2014<br><u>Estimates</u> | 2012-2013<br><u>Estimates</u> | 2011-2012<br><u>Actual</u> |
|-----------------|-------------------------------|-------------------------------|----------------------------|
| AmSan           | \$54,327.50                   | \$63,332.00                   | \$69,955.58                |
| Urbandale, IA   |                               |                               |                            |
| Iowa-Des Moines | \$1,519.00                    | \$1,550.00                    | \$1,620.68                 |
| Des Moines, IA  |                               |                               |                            |
| Sink            | <u>\$81,862.50</u>            | <u>\$77,000.00</u>            | <u>\$83,299.25</u>         |
| Urbandale, IA   |                               |                               |                            |
| Total           | \$137,709.00                  | \$141,882.00                  | \$154,875.51               |

**Funding Source:** Custodial, Food Service and Building Accounts

**Contact:** Sheila Mason  
([sheila.mason@dmschools.org](mailto:sheila.mason@dmschools.org))

**M. B6516 Incidental Technology Products & Services FY 2013-2014**

The vendor has agreed to extend the contract with the same terms, conditions and pricing that is either the same as last year or less than last year. This vendor provides incidental technology products and services districtwide.

|     |                  |            |             |
|-----|------------------|------------|-------------|
| CDW | Vernon Hills, IL | Est. Award | \$75,000.00 |
|-----|------------------|------------|-------------|

This is the first extension.

|           |            |             |
|-----------|------------|-------------|
| 2012-2013 | Est. Award | \$78,000.00 |
|-----------|------------|-------------|

**Funding Source:** Various District Building Accounts

**Contact:** Dan Warren  
[danny.warren@dmschools.org](mailto:danny.warren@dmschools.org)

**N. B6133 Waste Management & Recycling Service FY 2013-14 & FY 2014-15**

|                  |               |      |           |
|------------------|---------------|------|-----------|
| Waste Management | Des Moines IA | Est. | See below |
|------------------|---------------|------|-----------|

The vendor provides service for the removal of waste and recycling. The vendor has agreed to extend the contract for the 3<sup>rd</sup> and 4<sup>th</sup> extension with the same terms and conditions at a 2.0 percent increase each year to lock in pricing. Waste and recycling services and schedules will be monitored and adjusted during the next two extensions to minimize the impact on the budget.

This is the third and fourth extension of the contract.

|           |                       |              |
|-----------|-----------------------|--------------|
| 2014-2015 | Estimated Award       | \$203,000.00 |
| 2013-2014 | Estimated Award       | \$199,000.00 |
| 2012-2013 | Estimated Expenditure | \$195,100.00 |
| 2011-2012 | Actual Expenditure    | \$194,162.95 |
| 2010-2011 | Actual Expenditure    | \$188,214.09 |

**Funding Source:** Custodial, Food Service Accounts

**Contact:** Sheila Mason  
[sheila.mason@dmschools.org](mailto:sheila.mason@dmschools.org)

**O. B6656 Air Filters for FY 2013-14**

Air Filter Sales & Servic Des Moines IA \$110,844.20

The preventive maintenance department uses approximately 33,000 air filters a year for HVAC equipment maintenance. Filters are delivered to each location on a quarterly basis. Bids were examined by Purchasing and Preventive Maintenance. A complete tabulation of the bid is available: <http://www.dmschools.org/departments/operations/purchasing-central-stores/purchasing/open-proposals/>

44 requests were sent out, 2 Bids were received, 1 no bid was received, and 41 vendors did not respond.

**Funding Source:** Preventive Maintenance Account

**Contact:** Sheila Mason  
[sheila.mason@dmschools.org](mailto:sheila.mason@dmschools.org)

**P. B6697 Custodial Equipment FY 2013-2014**

AmSan Urbandale, IA 2 items \$ 42,878.00

The equipment will replace floor scrubbers in the custodial department. Bids were examined by the Purchasing & Custodial Departments. A complete tabulation of the bid is available online at: <http://www.dmschools.org/departments/operations/purchasing-central-stores/purchasing/open-proposals/>

42 requests were sent out, 8 bids were received, and 34 vendors did not respond.

**Funding Source:** Custodial Services Accounts

**Contact:** Sheila Mason  
[sheila.mason@dmschools.org](mailto:sheila.mason@dmschools.org)

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**Item No. 11****Page 1 of 1****Subject: 5243-09 COMMUNITY ED CATALOGS RENEWAL FY 2013-2014****For: Action****Contact: David Albee**

(david.albee@dmschools.org)

**Attachments: None**

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**Issue:** Renewal of contract for printing and distribution of Community Education catalogs.

**Background:** The Community Education department publishes and distributes four catalogs per fiscal year detailing the courses offered to the community by the department. The vendors have agreed to extend the contract terms and conditions with price increases reflecting the changes in the catalog printing and distribution planned for FY 2013-14.

This is the fourth and final extension.

2013-2014 Estimated Awards

|                       |                  |                       |              |
|-----------------------|------------------|-----------------------|--------------|
| Des Moines Register   | Des Moines, IA   | Distribution          | \$49,600.00* |
| Daily Freeman Journal | Webster City, IA | Printing              | \$79,500.00  |
| 2012-2013             | Estimated Award  | Des Moines Register   | \$30,000.00  |
|                       |                  | Daily Freeman Journal | \$42,000.00  |
| 2011-2012             | Estimated Award  | Des Moines Register   | \$30,000.00  |
|                       |                  | Daily Freeman Journal | \$42,000.00  |
| 2010-2011             | Estimated Award  | Des Moines Register   | \$32,000.00  |
|                       |                  | Daily Freeman Journal | \$45,000.00  |
| 2009-2010             | Estimated Award  | Des Moines Register   | \$32,000.00  |
|                       |                  | Daily Freeman Journal | \$45,000.00  |

*\*This portion of the renewal is contingent upon the vendor's ability to continue to meet the district's required delivery lead time. Recent changes indicate the possibility of issues going forward. Community Education will notify the board in the event change is required.*

Funds are available in account: Community Education Accounts

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**Item No. 12****Page 1 of 1****Subject: AWARD OF BID NO. B6706 – RENOVATION OF PROSPECT SUPPORT FACILITY****For: ACTION****Contact: Bill Good**  
(harold.good@dmschools.org: 242-8321)**Attachments: None**

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**Issue:** Award of contract for the renovation project for the Prospect Support Facility.**Superintendent's Recommendation:** The superintendent recommends a contract for the Base Bid be awarded to the lowest responsive / responsible bidder Two Rivers Group Inc. in the amount of \$2,441,000.**Presenters:** None, Bill Good will be present to answer any questions.**Background:** This project consists of renovation of the existing building. The work will enhance energy efficiency and safety/security measures. It will provide electrical upgrades including new lighting, a fire sprinkler system, upgraded technology, and improvements to the mechanical systems.

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

|                                | Base Bid    |
|--------------------------------|-------------|
| Lang Construction – WDM, IA    | \$2,860,000 |
| Rochon Corp – Urbandale, IA    | \$2,678,000 |
| Brocon Services – Johnston, IA | \$2,816,000 |
| DDVI – Indianola, IA           | \$2,670,000 |
| Munro Constr – Johnston, IA    | \$2,679,000 |
| Two Rivers Group – Altoona, IA | \$2,441,000 |

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

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**Item No. 13****Page 1 of 1****Subject: AWARD OF QUOTE NO. Q6671 – ASBESTOS ABATEMENT AT PROSPECT SUPPORT FACILITY****For: ACTION****Contact: Bill Good**  
(harold.good@dmschools.org/242-8321)**Attachments: None**

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**Issue:** Award of contract for the asbestos abatement project for the Prospect Support Facility.

**Superintendent's Recommendation:** The superintendent recommends a contract for the Base Bid be awarded to the lowest responsive / responsible bidder Great Plains Asbestos Control Inc. in the amount of \$53,285.00.

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

**Background:** This project removes asbestos containing materials at Prospect in advance of the scheduled renovation project.

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

|  | Base Bid  |
|--|-----------|
| ECCO Midwest – Inver Grove Heights, MN | \$84,000  |
| ESA Inc. – N. Sioux City, SD           | \$74,475  |
| Environmental Edge – Ottumwa, IA       | \$77,000  |
| Wheeler - Omaha, NE                    | \$78,300  |
| Robinson Bros – Waunakee, WI           | \$103,974 |
| Great Plains Asbestos – Kearney, NE    | \$53,285  |
| Seneca Companies – DM, IA              | \$129,600 |

**Funding Source:** Statewide Penny (Students First Program)

**Contact:** Bill Good

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**Item No. 14****Page 1 of 1****Subject: AWARD OF DESIGN FOR MERRILL MIDDLE SCHOOL ADDITION****For: ACTION****Contact: Bill Good**  
(harold.good@dmschools.org/242-8321)**Attachments: None**

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**Issue:** Design of a classroom addition to Merrill Middle School.**Superintendent's Recommendation:** The superintendent recommends that the board approve the contract with OPN Architects for the design of a classroom addition to Merrill Middle School.**Presenters:** None. Bill Good will be present to answer any questions.**Background:** The work planned is for a three classroom addition to the west end of Merrill Middle School which will include an elevator. Revisions will be made to enhance control on the front entry access. Improvements will be made to provide ADA access to restrooms on both floors.

OPN Architects have submitted a design cost proposal in the amount of \$94,040. The costs are within the design budget established for the design of these improvements.

**Funding:** Statewide Penny (Students First Program)

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**Item No. 15****Page 1 of 1****Subject: FINAL ACCEPTANCE OF CONTRACT - BID NO. B6321  
HARDING MECHANICAL RETROFIT****For: ACTION****Contact: Bill Good**  
(harold.good@dmschools.org; 242-8321)**Attachments: None**

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**Superintendent's Recommendation:** The superintendent recommends the board give final acceptance to the project listed below and approve final payment to the contractor listed, subject to the conditions and in accordance with the provisions of Chapters 26 and 573 of the Code of Iowa.

|                           |  |
|---------------------------|--|
| <u>SCHOOL:</u>            | Harding Middle School<br>Mechanical Retrofit – Bid No. B6321 |
| <u>CONTRACTOR:</u>        | Rochon Corporation of Iowa                                   |
| <u>CONTRACTED AMOUNT:</u> | \$4,864,998.00   |
| <u>CONTRACT BALANCE:</u>  | \$7,438.64   |

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**Item No. 16****Page 1 of 1****Subject: SUNGARD PROFESSIONAL SERVICES AND PUNCHOUT MODULE****For: ACTION****Attachment: None****Contact: Thomas Harper****Presentation: None**(thomas.harper@dmschools.org/242-7745)

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**Issue:** In the district's effort to more effectively utilize their ERP (SunGard) the district is in need of engaging SunGard to provide training as well as build automated solutions. In addition, the district is in need of purchasing the Punchout Module.

**Superintendent's Recommendation:** The superintendent recommends the board approve the use of SunGard to provide professional services to the district to more effectively and efficiently utilize the district's ERP including purchasing the Punchout Module.

**Presenter:** None. Thomas Harper will be available for questions.

**Background:** SunGard has been the district's Enterprise Resource Planning (ERP) solution since 2007. While the district has made strides to more effectively utilize SunGard to improve efficiency and effectiveness internally, there are some elements the district does not have the instructional knowledge to implement. Therefore, the recommendation is to spend an amount not to exceed \$200,000 in total to implement more systematic solutions to remove duplication, paper flow, and manual errors, as well as better utilize the ERP in its entirety. The Punchout Module will more effectively integrate our key vendor catalogs with the ERP to provide a better and more efficient user experience in one system (SunGard). The cost to implement Punchout will not exceed \$20,000.

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**Item No. 17**

**Page 1 of 1**

**Subject: PURCHASE OF INSTRUCTIONAL MATERIALS—CURRICULUM**

**For: ACTION**

**Contact: Holly Crandell/Tom Ahart**

**Attachments: None**

(holly.crandell@dmschools.org; [242-7947/thomas.ahart@dmschools.org](mailto:242-7947/thomas.ahart@dmschools.org); 242-7766)

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**Issue:** Purchase of instructional materials for AP English Literature.

**Superintendent's Recommendation:** The superintendent recommends the board approve the purchase of curriculum materials listed below from Houghton Mifflin Harcourt.

**Presenters:** None.

**Background:** At the previous board meeting, textbook materials were approved for AP English Language (the junior-level course). This adoption is for AP English Literature (the senior-level course).

AP English Literature – Houghton Mifflin Harcourt

- *Perrine's Literature: Structure, Sound & Sense*, Eleventh Edition, © 2012
- *Literature: Reading, Reacting, Writing*, Eighth Edition © 2013

**Total Cost: \$52,416.00**

**Funding Source:** FY2012-2013 Curriculum Materials Budget

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

**Item No. 18****Page 1 of 1****Subject: PERSONNEL RECOMMENDATIONS****For: ACTION****Attachment: None****Contact: Thomas Harper****Presentation: None**

(thomas.harper@dmschools.org; 242-7763)

**Superintendent's Recommendation:** The Superintendent recommends the Board approve the personnel recommendations.

**Background:****LEAVE OF ABSENCE**

| Name            | School, Position              | Effective Date | Reason   |
|-----------------|-------------------------------|----------------|----------|
| Andrews, Alicia | Meredith, Language Arts       | 08/15/2013     | Personal |
| Kobes, Meghan   | Student Services, Speech Path | 04/10/2013     | Personal |
| Nowak, Kaleena  | Woodlawn, ECSE                | 08/15/2013     | Personal |

**REGULAR RETIREMENT**

| Name           | School, Position               | Effective Date |
|----------------|--------------------------------|----------------|
| Roven, Claudia | Lovejoy, 1 <sup>st</sup> Grade | 6/05/2013      |

**RESIGNATION**

| Name                  | School, Position                     | Effective Date | Reason                   |
|-----------------------|--------------------------------------|----------------|--------------------------|
| Bakevich, Jennifer    | East, Science                        | 06/05/2013     | Personal                 |
| Barker, Jacob         | Hiatt, Vocal Music                   | 06/05/2013     | Personal                 |
| Bradshaw, Hannah      | River Woods, Kindergarten            | 05/31/2013     | Personal                 |
| Carel, Tamara         | King, Multicategorical               | 06/05/2013     | Personal                 |
| Crowe, Amanda         | East, French                         | 06/05/2013     | Personal                 |
| Dasso, Marguerite     | Pace, MS Alternative                 | 06/05/2013     | Personal                 |
| Eisched, Tandem       | Capitol View, 3 <sup>rd</sup>        | 05/31/2013     | Personal                 |
| Gavin, James Brent    | Callanan, Business                   | 06/05/2013     | Personal                 |
| Howe, Kurtis          | Lincoln, Social Science              | 04/08/2013     | Personal                 |
| Lang, Jessica         | Weeks, Math                          | 06/05/2013     | Personal                 |
| Martin, Melissa       | Windsor, 1 <sup>st</sup>             | 06/05/2013     | Personal                 |
| Mauro, Meredith       | King, Dean of Students               | 06/05/2013     | Position out of District |
| Meyer, Emily          | Hiatt, Reading                       | 06/05/2013     | Personal                 |
| Paterik, Frances      | Lincoln/Goodrell, Vocal Music        | 06/05/2013     | Personal                 |
| Riggan, Sherri        | Orchard Place, Behavior Disabilities | 06/05/2013     | Personal                 |
| Schlarmann, Stephanie | Morris, Behavior Disorders           | 06/05/2013     | Personal                 |
| Stevens, Kirk         | Hoover, Social Science               | 06/05/2013     | Personal                 |
| Townsend, Dustin      | Hoover, Multi-categorical            | 06/05/2013     | Personal                 |

**ADMINISTRATOR APPOINTMENT**

| Name               | Position                            | Amount   | Effective Date |
|--------------------|-------------------------------------|----------|----------------|
| Grylls, Gregory A. | Principal, Cowles Montessori School | \$94,361 | 07/01/2013     |

Masters Degree in Education Administration-PK-12, Iowa State University, Ames, Iowa, 2004. Bachelors Degree in Elementary Education-Early Childhood, Central College, Pella, Iowa, 1999. Experience: School Improvement Leader, DMPS, McCombs Middle School, 2012-Present. Des Moines/Kofu, Japan Sister-City Coordinator, 2011-Present. Dean of Students, DMPS, G.W. Carver Community School, 2007-June 2010. Dean of Students/Assistant to Principal, DMPS, King Academy, 2002-2005. Collaborative Teacher, King-Drake Pedagogical Partnership, Drake University, 2002-2009. Reading First Literacy Coach, DMPS, King Academy, 2006-2007. KOFU Exchange English Teacher, Kofu, Japan, Japanese Middle Schools, 2005-2006. 1<sup>st</sup> & 2<sup>nd</sup> Grade Teacher, DMPS, King Academy, 2000-2005. Kdg, 3<sup>rd</sup> & 4<sup>th</sup> Grade Teacher, Daba, Kenya, Daba Christian School, 1999-2000.

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**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**

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**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.

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**Item No. 20****Page 1 of 1****Subject: SALE OF 707.015 SQUARE FEET OF PROPERTY AT LINCOLN HIGH SCHOOL****For: PUBLIC HEARING/ACTION****Presentations: None****Contact: Bill Good****Attachments: None**(harold.good@dmschools.org: 242-8321)

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**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. The resolution to hold the public hearing was published in The Des Moines Register on April 3, 2013.

**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 sale of the 707.015 square feet parcel of property located on Bell Avenue to Brace LLC in the amount of \$1,400.00.

## Minutes

The public hearing was opened at 6:17 p.m.

Speaker: Alex Langstraat, 304 NE Hanover Court, Ankeny, was present as the buyer of the property and was available to answer any questions.

With no other speakers, the public hearing was closed.

Ms. Elsbernd moved to approve the superintendent's recommendation, seconded by Mr. Jongewaard.

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

Nay: None

Motion passed 6-0.

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**Item No. 21****Page 1 of 1****Subject: SALE OF PARCEL 'O' 14.74 ACRES – 300 COUNTY LINE ROAD****For: PUBLIC HEARING/ACTION****Presentations: None****Contact: Bill Good****Attachments: None**

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

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**Issue:** Sale of 14.74 acres property located at 300 County Line Road, Des Moines, Iowa 50320. The resolution to hold the public hearing was published in The Des Moines Register on April 3, 2013.

**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 sale of the 14.74 acre parcel of property located at 300 County Line Road to Solid Ground, LLC in the amount of \$210,000.00.

## **Minutes**

The public hearing was opened at 6:19 p.m.

Speaker: Milton Castro, 2200 Windover Drive, Ankeny, expressed concern on behalf of the Latino Soccer League which has been using the property. Mr. Castro presented three proposals to the board: 1) Do not sell the property and allow the soccer league to use it in return for maintenance. 2) Let the soccer league use the area on the north side. 3) Sell the property to the Latino Soccer League for a symbolic, nonprofit price of \$10,000.

With no other speakers, the public hearing was closed.

Mr. Howard moved to approve the superintendent's recommendation, seconded by Ms. Elsbernd.

Following board discussion, the superintendent will contact COO Bill Good to determine if the district has a site that would accommodate the soccer league.

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

Nay: None

Motion passed 6-0

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**Item No. 22****Page 1 of 1****Subject: CASADY ASBESTOS ABATEMENT****For: PUBLIC HEARING/ACTION****Presentation: None****Contact: Bill Good****Attachment: None**(harold.good@dmschools.org/242-8321)

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**Issue:** Approval of the plans and specifications for the asbestos abatement work at Casady. Publication for the public hearing was included in The Des Moines Register on April 10, 2013.

**Superintendent's Recommendation:** The superintendent recommends the board approve the plans and specifications prepared by Apex Companies for the asbestos abatement at Casady.

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

**Background:** The current Casady facility is being demolished in order to build the new Casady Education Center. Prior to the demolition, the asbestos must be removed from the building. This work is scheduled for this summer.

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

**Funding Source:** Statewide Penny (Students First Program)

## **Minutes**

The public hearing was opened at 6:36 p.m. With no speakers, the public hearing was closed.

Mr. Sweeney moved to approve the superintendent's recommendation, seconded by Mr. Jongewaard.

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

Nay: None

Motion passed 6-0.

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**Item No. 23****Page 1 of 1****Subject: DISPOSAL OF UH-1H HELICOPTER****For: PUBLIC HEARING/ACTION****Presentation: None****Contact: Bryce Amos****Attachment: 13-023**

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

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**Issue:** Disposal of excess property: UH-1H Helicopter**Superintendent's Recommendation:** The superintendent recommends the board hold a public hearing for the disposal of the UH-1H helicopter and approve trade of such for an airplane.**Presenters:** None. Jerry Bradley will be available to answer questions.**Background:** The Iowa Federal Surplus Property office transferred UH-1H 72-00427 to the Des Moines Public Schools' Central Campus Aviation Engineering Technologies Program on September 23, 2006. The district has the opportunity to provide additional training opportunities for students by trading the helicopter for an airplane of equal or greater value.

The helicopter has surpassed the mandatory five years of use or retention.

**Minutes**

The public hearing was opened at 6:36 p.m. With no speakers, the public hearing was closed.

Ms. Elsbernd moved to approve the superintendent's recommendation, seconded by Mr. Sweeney.

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

Nay: None

Motion passed 6-0.

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**Item No. 24****Page 1 of 2****Subject: AUDIT COMMITTEE REPORT AND UPDATE****For: INFORMATION****Presentation: Verbal****Contact: Nick Lenhardt****Attachment: 13-026**(nicholas.lenhardt@dmschools.org/242-7718)

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**Issue:** The Audit Committee will present an annual update of their work and related district activity.

**Superintendent's Recommendation:** The superintendent recommends the board receive the information from the Audit Committee and discuss its role.

**Presenters:** Skeet Wootten, chair of the Audit Committee

**Background:** The board of directors receives information on the financial condition of the district from the superintendent and CFO, through an annual external audit review, from internal auditor reports and from the board-approved Audit Committee. Outside of quarterly reports provided to the board, the Audit Committee has not discussed their involvement directly with the board for several years.

## **Minutes**

Audit Committee Chair Skeet Wootten was unable to attend the meeting. Nick Lenhardt provided comments on the role and initiatives of the committee. Progress is being made across the district on systemic improvements and further utilizing the enterprise resource planning system—SunGard—going from 30% to 60% utilization. The committee has discussed the HR director position and involvement of the Council of Great City Schools, budget proposal and addition of 95 teaching positions, progress of the salary study by Fox Lawson, and how the internal audit functions have been handled during while the internal audit position has been vacant. The position has recently been filled.

A lengthy discussion was held regarding a new contract for external audit services with McGladrey in lieu of issuing a formal RFP. McGladrey was awarded the last contract for audit services. District staff believes a high level of expertise and service has been received as evidenced through awards and certifications that have been received. A revised fee structure has been proposed by McGladrey for a period of five years with one-year renewal options. The Audit Committee recommends retaining the services of McGladrey.

Mr. Howard requested information on the Des Moines Teachers Retirement System. Mr. Lenhardt stated the funds are being transferred from the external administrator to internal management between Thomas Harper, Cathy McKay and himself. The system

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

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has been deployed into a parallel environment and an updated status meeting for review of the legacy data will be held before ensuring everything reconciles. The system has been relatively self-managed, and the investment advisor is Bankers Trust. Mr. Harper plans to create an investment advisory committee. As of June 30, the fund was valued at \$229 million. Members will continue to receive information. The overall objective is to manage the portfolio and ensure everyone is paid correctly.

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**Item No. 25****Page 1 of 1****Subject: RENEWAL OF AUDIT SERVICES****For: ACTION****Presentation: None****Contact: Thomas Harper****Attachment: None**(thomas.harper@dmschools.org/242-7745)

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**Issue:** The district's contract with their external auditors is up for renewal.

**Superintendent's Recommendation:** The superintendent recommends the board approve the ongoing use of McGladrey LLP as the district's external audit firm.

**Presenters:** None. Nick Lenhardt will be available for questions.

**Background:** The district holds McGladrey in very high regard. This is evidenced by the fact that the district has won awards for excellence in financial reporting for the Comprehensive Annual Financial Report (CAFR) from both the Government Finance Officers Association (GFOA) and the Association of School Business Officials (ASBO) every year since 2007. The recommendation is for an engagement for a one-year period, with the district's ability to renew the agreement for each of the four succeeding years, totaling five years.

McGladrey has agreed to lower their current fee structure from \$128K per year to a five-year base fee of \$82K a year, with a \$5K fee per major program (the district expects to typically have three major programs, for a total cost of \$97K per year). The fee would not increase more than 4% each year, with the fee per major program held flat at \$5K. This shows that the district has performed responsibly with costing.

## **Minutes**

Nick Lenhardt provided comments as Mr. Harper was unable to attend the meeting. The previous RFP for audit services produced two bids. The other firm that bid, Clifton Gunderson, is currently involved in a civil suit regarding an embezzlement and there are no additional firms in the area capable of providing the service. The "big-four firms" will not bid as we are not in their market, which is the Fortune 1000 companies, and it would be cost prohibitive for them. Additional discussion focused on the use of a Request for Interest rather than a Request for Proposal.

Mr. Jongewaard moved execution of a contract with McGladrey after having done an RFI process, seconded by Ms. Elsbernd.

Ms. Boesen commented, as the board representative to the Audit Committee, many of the members represent various audit firms, are very aware of the audit scene, and held a lengthy discussion for continuing with McGladrey prior to making their recommendation.

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

Nay: None

Motion passed 6-0.

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**Item No. 26****Page 1 of 2****Subject: GRADUATION RATE REPORT****For: INFORMATION****Presentation: PowerPoint****Contact: Bryce Amos**

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

**Attachment: 13-024 &  
13-025**

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**Issue:** 2011-2012 Graduation Rate**Superintendent's Recommendation:** The superintendent recommends the board receive information on and discuss the district's graduation rate.**Presenters:** Bryce Amos, Jamie Gilley, and High School Principals**Background:** The Iowa Department of Education (IDE) publicly released graduation and dropout rates the week of March 1, 2013, for 2011-2012.**Des Moines Independent School District Graduation Rates:**

Cohort ending 2011-2012 4-year cohort graduation rate: 79.15%

Cohort ending 2011-2012 5-year cohort graduation rate: 81.00%

**Des Moines Independent School District Dropouts:**

Number of grade 7-12 dropouts in 2011-2012: 619

Number of grade 9-12 dropouts in 2011-2012: 617

Grade 7-12 dropout rate in 2010-2011: 4.73%

Grade 9-12 dropout rate in 2010-2011: 7.05%

**Minutes**

- State graduation rate was 89.26%.
- State dropout rate for grades 7-12 was 2.18%.

The federal government has required all states to use the same graduation rate for the last two years as shown on the attachment.

The district has increased its overall graduation rate, and all student groups have improved over the last four years. The district increased tracking students to identify potential dropouts and intervening early. Additional success has been achieved with students who have dropped out through various programs and personal contacts.

The ultimate goal is 100% graduation, but the goal of 95% by 2015 has been set, or 5% per year, which is 20 more graduates per comprehensive high school. United Way of Central Iowa has been a partner to help us with all our programs.

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**Item No. 26****Page 2 of 2**

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Mr. Jongewaard expressed his gratitude for all the work Mr. Amos has done. He requested the PowerPoint presentation be forwarded to the board members.

High School Principals Doug Wheeler and Kathie Danielson talked about Academic Support Labs, the work of intervention teams and highlighted some of the specific methods being used to prevent and re-engage dropouts. Reaching students at an early age, even at the elementary level, to impress upon them the importance of graduating is also a focus.

Mr. Jongewaard expressed concern of the mobility of some students and suggested investing more in transportation to allow them to remain in the same feeder pattern. Mr. Amos responded that mobility is a concern, but the same support systems are in place at every high school. Having standards, alignment and a balanced assessment system does help identify kids early to build up their strengths and address their weaknesses, making stronger students as they move up.

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**Item No. 27****Page 1 of 2****Subject: COMMON CORE: IMPLEMENTATION (Part 1)****For: INFORMATION****Presentation: PowerPoint****Contact: Holly Crandell****Attachment: None**

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

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**Issue:** During this presentation, information will be shared regarding the DMPS implementation of the Common Core State Standards (Part 1 of a 2 part series). DMPS is working hard to improve teaching and learning to ensure that all students will graduate high school with the skills they need to be successful. The CCSS will provide the foundation upon which our future instructional success will be built. There are a number of complexities associated with a successful implementation of CCSS. These include, but are not limited to: online testing, new grading practices, balanced assessment system, alignment of instructional materials, teacher training, technology infrastructure, data reporting system, and establishment of routines to monitor student performance. Comprehensive and successful implementation of CCSS will be a critical success factor for the future of DMPS.

**Superintendent's Recommendation:** None

**Presenters:** Holly Crandell, Noelle Tichy, Carlyn Cox, and Christi Donald

**Background:** The State Board of Education voted 6-0 on July 29, 2010, to adopt the Common Core State Standards (CCSS) as part of the Iowa Core. All Iowa school districts and accredited nonpublic schools are required to implement the Iowa Core by 2014-2015. This agenda item will provide an overview of the Common Core State Standards, the rationale for change, and the impact of the CCSS on DMPS.

### **Minutes**

Curriculum staff provided an overview of the Common Core State Standards (CCSS) and the accommodations needed to ensure successful implementation.

Not only does the district have state standards, but also national standards that compare students. When our seniors were kindergartners, the iPad, iPhone and iTouch did not exist; Google was not a public company; and we know 24 million less things than we know today. Our society is rapidly changing, as well as what students need to be prepared to do when they graduate. Education for our students is moving to more skill-based curriculum rather than memorizing facts and figures in a global economy.

The state developed an Iowa core curriculum, and then adopted the federal common core standards, retaining about 2% of the original Iowa core. Every course, every classroom has clearly identified learning targets for students.

The CCSS are not for all content areas. The district currently operates under English language arts and mathematics standards that are in full implementation in all classrooms, but we have not gone through a formal adoption of science standards and social studies is yet to be determined.

Three major shifts have been brought with the CCSS for English language arts and literacy:

1. Building a strong knowledge base through an increase in nonfiction reading and writing opportunities.
2. Reading, writing and listening grounded in evidence from text.
3. Regular practice with complex text and the academic language that comes with that complex text.

The CCSS for mathematics include both standards for content and standards for mathematical practices. Material alignment will begin in fall of 2013, middle school math in 2014 and science is yet to be determined based on release of the standards.

Part two of the series will be examining our grading practices and changing how we evaluate student learning.

Speaker: Andrew Rasmussen, DMEA, 313 SE Sharon, Ankeny. Mr. Rasmussen stated federal grants have been awarded to the Smarter Balanced Assessment Consortium (SBAC), of which Iowa is a part, to develop tests to measure the common core standards. He is concerned about how they can be used, misused, and who will decide how they are measured. These tests will be in use by the 2014-15 school year. The SBAC calls for continuing, mandatory, annual English language arts and math testing in grades 3-8 with mandatory reading and math testing in 11<sup>th</sup> grade. It also calls for two required exams annually and the use of Consortium-developed tests two to three times each year. Numerous concerns about the testing were expressed along with asking the board members to carefully monitor and consider how implementation of the CCSS affects the teaching and learning environment at DMPS.

It was noted the testing requirements would replace current Iowa assessments and not be in addition to them. There are still many unanswered questions. The district goal is to use a balanced-assessment system together with mandated testing, which is believed will compare students to standards rather than to other students.

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**Item No. 28****Page 1 of 2****Subject: CENTRAL ADMINISTRATION STAFF****For: INFORMATION****Presentation: None****Contact: Thomas Ahart****Attachment: 13-027**(thomas.ahart@dmschools.org/242-7766)

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**Issue:** DMPS is currently understaffed in central administration. Steps must be taken quickly to hire new team members to allow for adequate support in accomplishing the district's mission.

**Superintendent's Recommendation:** The superintendent recommends the board review the attached documents in advance of the hiring of administrator positions for 2013-2014.

**Presenters:** none

**Background:** With an increase in enrollment over the last three years and several key administrator positions left vacant, the superintendent needs to move swiftly to attract highly qualified leaders to assist in leading the district in Human Resources, Schools, and Academics.

## **Minutes**

Mr. Ahart stated that in the proposed organization chart there aren't any significant changes to the Operations and Business and Finance departments. Human Resources is being reengineered with the chart shows phase one of a three-phase process. As staff left, people's positions have shifted and some functions are being automated, as with the time and attendance system, creating more efficiency and requiring less staff.

The biggest differences are in the academic side. Currently, there is one executive director of elementary schools and two executive directors of secondary schools. Underneath the two executive directors of secondary schools, we have student activities and learning services. Those two pieces have been moved to the academic side. Although all of this work is connected, much of what happens with learning services and anticipated growth in the extracurricular and cocurricular activities areas tie more directly with special education and teaching and learning. With the redefinition of secondary boundaries, we have a great opportunity this fall to reinvest some resources and grow in middle school areas to ensure opportunities are provided to kids to enable the high schools to have more thriving and recognized extra-and co-curricular activities, engaging students and keeping them motivated and energized about school. That's basically an alignment change.

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Special education will see change in organization and structuring it to have a more specific focus on early childhood and early access, with another focus on elementary and one on secondary, allowing collaboration with curriculum and assessment.

The remaining area is the direct supervision and support of schools. Addressing the work load was done somewhat last year at the elementary level when an executive director position was replaced with two elementary directors. The plan provides for a director focusing specifically on high schools and one specifically on middle schools. There has been a focus on consistent management, such as with student behavior, engaging families, and supporting principals consistently.

Also, in addition to having the basic organization chart on the website, additional levels for each department would be added.

Mr. Jongewaard asked what the total change in dollars would be for the proposed configuration compared to last year. Mr. Ahart stated it depends on if you compare actuals to budgeted. This year, there were positions for CFO and COO, but no other chief positions. There will be two fewer administrator positions than what were budgeted for last year and what had been approved in the budget. Mr. Jongewaard requested to know the change in dollars.

The chief academic and chief schools officer positions would need a superintendent license, not necessarily the chief human resources officer position.

Mr. Jongewaard hopes that a public plan is made for minority recruiting and the hiring process for filling these key positions with committees and interview teams.