

February 21, 2012

DES MOINES PUBLIC SCHOOLS
REGULAR SCHOOL BOARD MEETING
BOARDROOM — 1800 GRAND
MINUTES
FEBRUARY 21, 2012

PUBLIC FORUM — 5:45 p.m.

The Board of Directors held a public forum on Tuesday, February 21, 2012, in the boardroom at 1800 Grand; Teree Caldwell-Johnson presiding.

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

Speaker: Jeff Traviss, 6512 Franklin Avenue
Jerry Bradley, 4605 SW 15th Street

REGULAR MEETING — 6:05 p.m.

The Board of Directors met in regular session on Tuesday, February 21, 2012, in the boardroom at 1800 Grand; Teree Caldwell-Johnson presiding.

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

APPROVAL OF AGENDA — 6:10 p.m.

Ms. Elsbernd moved approval of the agenda with Item #14 pulled from the consent agenda for separate consideration; second by Howard.

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

The motion carried, 6-0.

APPROVAL OF MINUTES — 6:15 p.m.

Mr. Howard moved approval of the minutes of February 7, 2012; second by Boesen.

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

The motion carried, 6-0.

DISTRICT RECOGNITIONS — 6:20 p.m.

On behalf of the district Dr. Sebring accepted a check from MidAmerican Energy in the amount of \$512,514; a rebate for the first half of FY 2012 reflecting energy conservation

initiatives coordinated by Bill Good, the district's Chief Operations Officer. The check was presented by Rick Leuthauser and Ken Setzkorn representing MidAmerican.

Dr. Sebring introduced Cindy Snell, Central Campus Animal Science teacher and advisor to the district's Future Farmers of America (FFA) chapter. The chapter has been awarded a \$1,500 grant by the Iowa Food & Family Project. Aaron Putze represented the Iowa Soybean Association which sponsors that program. Also on hand were FFA students Jordan Starmer, a senior at Lincoln HS, and Scotta Terry, a junior at Roosevelt HS.

Lastly, Dr. Sebring introduced Crista Carlile, Supervisor at Central Academy, who recognized 15 National Merit Scholarship Finalists listed below.

Jack Bequeaith; Roosevelt
Kayleigh Courard-Hauri; Roosevelt
Braden Edwards; Lincoln
Zoe Eagle; Roosevelt
Rachel Jacobs; Roosevelt
Xiaoxue (Sarah) Liu; WDM Valley
Margaret Long; Roosevelt
Matthew MacKay; Roosevelt
Stephanie Manivanh; Roosevelt
Megan Mansfield; Roosevelt
Sarah Mansfield; Roosevelt
China Mauck; Roosevelt
Alisha Smith; North Polk
Danielle Ward; Roosevelt
Luchang Wang; WDM Valley

PUBLIC HEARINGS — 6:30 p.m.

7. Renovation — Lovejoy	1
8. Renovation — Studebaker	3

CONSENT ITEMS — 7:00 p.m.

9. Architect Payments	5
10. Construction Payments	7
11. Award of Contracts on Bid.....	9
12. Award of Bid 6431; Asbestos Abatement, McCombs	13
13. Final Acceptance of Exterior Asbestos Abatement, Woodlawn	15
14. Appointment of 2011-12 Level I and Level II Investigators	17
15. Personnel Recommendations	19
16. List of Bills for Approval	21

<i>ADDENDUM → Change in Contract Amount, Asbestos Abatement Phase II, Central Campus</i>	23
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Minutes

Ms. Boesen moved to approve the consent items minus No. 14 including payment of bills previously authorized, certified and reviewed by her in the amount of \$717,197.90 and unpaid bills in the amount of \$3,598,786.23; second by Elsbernd.

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

Nay: None

The motion carried, 6-0.

OTHER — 7:05 p.m.

17. Citizens' Budget Advisory Committee -----	25
18. Employees' Budget Advisory Committee -----	27
19. Budget Development Timeline -----	31
20. Monitoring Report ML 2.3; Financial Conditions -----	33
21. Update — Monitoring Report ML 2.1; Treatment of Students -----	35
22. Monitoring Report ML 2.8; Board Awareness and Support -----	39

REQUESTS FOR INFORMATION — 8:10 p.m.

Ms. Boesen requested an update on the district's preschool program in light of impending changes in its funding streams. Mr. Jongewaard asked that the update address any gaps that may exist in terms of groups not currently being served by the program.

Mr. Jongewaard said this might be an opportune time to explore interest by other potential third party providers of the district's health insurance plan. After some discussion the consensus of the Board was to reiterate its charge to the district's Chief Financial Officer that he perform his due diligence in monitoring the district's relationships with all vendors and subject them to competitive bidding whenever he deems it prudent.

Ms. Caldwell-Johnson mentioned that the legislative session is at a point where an update on education measures still pending would be helpful. She also suggested the Board invite a presentation from DMACC officials to ensure their plans for expansion into Southridge Mall will not result in duplication of services the district is already providing through its Career & Tech Ed Center at Central Campus.

CHAIR'S REPORT — 8:30 p.m.

Ms. Caldwell-Johnson expressed her hope that the public budget forums scheduled at North HS on March 1 and Lincoln HS on March 3 will be well-attended.

With regard to the Board's transition to paperless meetings she said she would schedule another iPad training session with Dan Warren, the district's Technology Director. She

February 21, 2012

asked the Board members to prepare specific questions for him in advance of that session.

SUPERINTENDENT'S REPORT — 8:40 p.m.

Dr. Sebring remarked on the recent Middle School Science Fair and the substantial growth in student participation in that event in recent years.

ADJOURN — 8:45 p.m.

Item No. 7

Page 1 of 2

Subject: RENOVATION AND ADDITION TO LOVEJOY ELEMENTARY SCHOOL

For: PUBLIC HEARING/ACTION

Contact: BILL GOOD

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

Attachments: None

Issue: Approval of the plans and specifications for work at Lovejoy Elementary School. Publication for the Public Hearing was included in the Des Moines Register on February 16, 2012.

Superintendent's Recommendation: The superintendent recommends the Board approve the plans and specifications prepared by Wells + Associates.

Presenters: Bill Good, Bill Szakacs, and Jamie Malloy.

Background: This project will provide an addition for classroom space and renovate the existing open classroom spaces into contained classrooms. It will also enhance energy efficiency and safety/security, and provide electrical upgrades including new lighting, a fire sprinkler system, upgraded technology, and improvements to the mechanical systems. The existing modular classrooms will be removed upon completion of the project.

A copy of the plans and specifications is available for review at the district's facility operations center, 1917 Dean Ave.

Funding: Statewide Penny (Students First Program)

Minutes

Ms. Caldwell-Johnson called the public hearing to order and the Board received a presentation describing the scope of the proposed project at Lovejoy.

Ms. Boesen asked if the gym would still serve as the cafeteria at Lovejoy.

Mr. Good, the district's Chief Operations Officer, said that it would. Adding a new cafeteria to the project would have increased the approximately \$5 million cost of the project by a couple million dollars.

Mr. Howard asked the implications of the horizontal instead of vertical geothermal HVAC system the project design calls for.

Mr. Good said the drilling process employed is the principal difference.

Item No. 7

Page 2 of 2

Mr. Howard asked if the school's carpet will be replaced.

Mr. Good said the plans do call for new carpeting throughout the building.

Mr. Howard asked if the project includes new lighting in the gym/cafeteria.

Mr. Good said those lights were already replaced fairly recently.

Ms. Caldwell-Johnson closed the public hearing and asked Dr. Sebring to formally introduce the matter.

Mr. Jongewaard moved approval of the plans and specifications; second by Boesen.

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

Nay: None

The motion carried, 6-0.

Item No. 8**Page 1 of 2****Subject: RENOVATION AND ADDITION TO STUDEBAKER ELEMENTARY SCHOOL****For: PUBLIC HEARING / ACTION****Contact: BILL GOOD**

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

Attachments: None

Issue: Approval of the plans and specifications for work at Studebaker Elementary School. Publication for the Public Hearing was included in the Des Moines Register on February 16, 2012.

Superintendent's Recommendation: The superintendent recommends the Board approve the plans and specifications prepared by BCDM Architects.

Presenters: Bill Good, Brian Crook, and Neil Suntken

Background: This project will provide additions for classroom and office space and renovate the existing open classroom spaces into contained classrooms. It will also enhance energy efficiency, safety/security, and provide electrical upgrades including new lighting, a fire sprinkler system, upgraded technology, and improvements to the mechanical systems. The existing modular classrooms will be removed upon completion of the project.

A copy of the plans and specifications is available for review at the district's facility operations center, 1917 Dean Avenue.

Funding: Statewide Penny (Students First Program)

Minutes

Ms. Caldwell-Johnson called the public hearing to order and the Board received a presentation on the scope of the proposed project at Studebaker.

Noting that Mr. Crook is in his first year as principal at Studebaker, Mr. Murphy wondered if there had been a site team involved in the project design there.

Mr. Good said there had been to a certain extent and Mr. Crook said he had solicited input and feedback from the school staff and community over the course of this school year as the project design was being developed.

Mr. Howard confirmed that this project too will include the installation of a geothermal HVAC system.

Item No. 8

Page 2 of 2

Ms. Caldwell-Johnson closed the public hearing and asked Dr. Sebring to formally introduce the matter.

Mr. Murphy moved approval of the plans and specifications; second by Boesen.

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

Nay: None

The motion carried, 6-0.

Item No. 9
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 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>
<u>BCDM</u>				
Studebaker Elementary Architect App. 05 (SWP)	50%	\$240,000.00	\$67,200.00	\$51,840.00
<u>Shive Hattery</u>				
Brody Classroom Additions Architect App. 2 (SWP)	64%	\$78,540.00	\$21,991.20	\$28,274.40
Merrill Middle School Architect App. 13 (SWP)	97%	\$169,812.00	\$161,312.00	\$3,750.00
Brody Middle School Architect App. 13 (SWP)	97%	\$132,209.00	\$126,709.00	\$2,750.00
<u>OPN Architects</u>				
Hiatt Middle School Architect App. 5 (SWP)	50%	\$337,500.00	\$128,550.60	\$38,649.60
McCombs Middle School Architect App. 11 (SWP)	78%	\$364,100.00	\$282,658.40	\$3,719.80
Samuelson School Architect App. 2 (PPEL)	71%	\$12,200.00	\$89.45	\$8,618.55

Item No. 9

Page 2 of 2

RDG Planning

Central Campus Phase 2 Architect App. 16 (SWP)	83%	\$764,737.00	\$633,220.95	\$3,707.50
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Central Campus Phase 3 Architect App. 2 (SWP)	9%	\$312,741.00	\$6,004.64	\$22,142.11
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Central Campus Phase 3 Architect App. 3 (SWP)	27%	\$312,741.00	\$28,146.75	\$56,918.35
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Baldwin White

Edmunds Elementary Architect App. 12 (SWP)	46%	\$563,000.00	\$180,420.32	\$81,499.88
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Wells + Associates

Lovejoy Elementary Architect App. 4 (SWP)	64%	\$240,000.00	\$119,040.00	\$33,696.00
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Gould Evans Goodman

Roosevelt High School Architect App. 46 (LOSST)	98%	\$2,128,149.00	\$2,038,927.79	\$44,217.24
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DLR Group

Cowles Montessori Architect App. 10 (SWP)	98%	\$126,500.00	\$120,175.00	\$3,162.50
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TOTAL			\$382,945.93
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Presenters: None**Background:** None

Item No. 10
Page 1 of 2**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 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>Larson & Larson</u>				
Central Campus Ph. 2 (SWP) GC App. 14 Sealed Bid No. B6220	95%	\$8,335,165.00	\$7,578,614.46	\$318,019.47
McCombs School Addition / Renovation (SWP) GC App 5 Sealed Bid No. B6379	42%	\$5,707,063.00	\$1,836,618.48	\$584,665.76
<u>Dean Snyder</u>				
North High School (SWP) - Addition GC App 17 Sealed Bid No. B6151	95%	\$7,616,277.00	\$7,232,674.90	\$2,788.25
<u>Edge Commercial LLC</u>				
Hoover Meredith (SWP) GC App No. 16	95%	\$2,900,347.00	\$2,744,151.00	\$11,178.65
CC Fire Sprinkler (LOSST) GC App 9 Sealed Bid No. B6310	88%	\$655,500.00	\$560,766.71	\$17,006.38

Item No. 10

Page 2 of 2

REEP, Inc.

Meredith Middle (SWP) GC App 7 Sealed Bid No. B6312	94%	\$399,007.00	\$373,968.21	\$2,093.28
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Rochon Corp.

Harding Middle School (SWP) GC App. 9 Sealed Bid No. B6321	96%	\$4,762,034.00	\$4,259,632.80	\$288,166.05
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Merrill Middle School (SWP) GC App. 9 Sealed Bid No. B6294	95%	\$3,034,164.00	\$2,878,040.20	\$4,415.60
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Neumann Brothers

Central Campus Entry GC App. 2 (SWP) Sealed Bid No. B6411	15%	\$1,111,757.00	\$43,457.75	\$128,660.40
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Ball Team LLC

Harding Door Hardware GC App. 1 (SWP) Sealed Bid No. B6399	63%	\$209,980.00	\$0.00	\$131,858.10
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Jensen Builders LTD

Woodlawn Education GC App. 7 (SWP) Sealed Bid No. B6347	95%	\$182,752.00	\$172,062.10	\$1,552.30
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Brocon Services LLC

Brody Middle School (SWP) RETAINAGE RELEASE Sealed Bid No. B6266	100 %	\$2,597,978.00	\$2,468,079.10	\$129,898.90
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Wheeler Contracting

Woodlawn Center GC App. 4 (SWP) Sealed Bid No. B6201	95%	\$178,590.00	\$164,160.00	\$5,500.50
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TOTAL**\$1,625,803.64****Presenters:** None**Background:** None

Item No. 11
Page 1 of 3**Subject: AWARD OF CONTRACTS ON BID****For: INFORMATION/ACTION****Contact: Various****Attachments: None**

Issue: Bids have been issued and received for various office supplies as outlined below.

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

Presenters: None.

Background: The suggested bid award and detailed information 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. We will order product on an as needed basis only.

A. B6467 Office Supplies for Central Stores

Quill Corporation	Lincolnshire, IL	10 items	\$14,279.96
Pyramid School Products	Tampa, FL	8 items	\$12,384.30
Brown & Saenger	Sioux Falls, SD	4 items	\$1,710.45
Koch Brothers	Des Moines, IA	2 items	\$807.74
TOTAL			\$29,182.55

Cost Comparisons:

<u>Item</u>	<u>UOM</u>	<u>2011</u>	<u>2012</u>
Stick-It Notes	Pad	\$0.09	\$0.09
Dividers	Pack	\$0.46	\$0.38
Pocket Folders	Box	\$26.00	\$21.02

The suggested awards are the bids that meet specifications. Bids were examined by the Purchasing Department. A complete tabulation of the bid is available at:

<http://www.dmschools.org/departments/purchasing/bids.aspx>

19 bids were sent out; 11 bids were received, 3 submitted no bids, 5 did not respond.

Funding: Central Stores Account

Contact: Sheila Mason

(sheila.mason@dmops.k12.ia.us; 242-7980)

Item No. 11

Page 2 of 3

B. B6464 Markers and Highlighters for Central Stores

National Art Supply	Rathway, NJ	6 items	\$	13,581.48
Bye Mor, Inc.	Kingsbury, IN	8 items	\$	7,700.40
Brown & Saenger	Sioux Falls, SD	18 items	\$	7,041.49
Pyramid School Products	Tampa, FL	1 item	\$	43.14
TOTAL				\$ 28,366.81

Cost Comparisons:

<u>Item</u>	<u>UOM</u>	<u>2011</u>	<u>2012</u>
Dry Erase Cleaner	ea	\$1.35	\$1.49
Black Markers	ea	\$1.64	\$1.86
Dry Erase Marker	ea	\$6.32	\$6.30

The suggested awards are the bids that meet specifications.
Bids were examined by the Purchasing Department.

A complete tabulation of the bid is available at:

<http://www.dmschools.org/departments/purchasing/bids.aspx>

20 bids were sent out; 11 bids were received, 9 did not respond.

Funding: Central Stores Account

Contact: Sheila Mason

(sheila.mason@dmschools.org; 242-7980)

C. B6462-12 — Nine School Buses: Two 83 Passenger Transit, Four Wheel Chair Lift Equipped, Three 65 Passenger

Thomas Bus Sales of Iowa, Des Moines, IA 3 Items \$773,022

The suggested award is low bid meeting specifications.

Bids were examined by the Purchasing and Transportation Departments. Other bids received were \$798,068 (three items) and \$586,242 (two items). A complete tabulation of the bid is available.

5 bids were mailed; 3 bids were received and 2 did not respond.

Cost Comparison	Dec 2010		Feb 2011		Feb 2012	
	QTY	UNIT	QTY	UNIT	QTY	UNIT
83 Pass Transit	2	\$87,995	2	\$90,738	2	\$93,848
W/C Lift Conv.	2	\$81,516	-	-	4	\$86,432
65 Pass Conv.	4	\$75,287	8	\$77,207	3	\$79,866

Item No. 11

Page 3 of 3

Funding: Physical Plant and Equipment Levy (PPEL)

Contact: Todd Liston

(todd.liston@dmschools.org; 242-7832)

Item No. 12
Page 1 of 1
**Subject: AWARD OF BID B6431 ASBESTOS ABATEMENT — MCCOMBS
MIDDLE SCHOOL**
For: ACTION
Contact: Bill Good
Attachments: None

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

Issue: Award of contract to remove asbestos containing materials associated with renovation activities.

Superintendent's Recommendation: The superintendent recommends the contract for the base bid be awarded to the lowest responsive/responsible bidder, REW Services Corp in the amount of \$52,011.

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

Background: Plans and specifications were prepared by APEX Companies and Facility Management. Work will begin on or before March 15th, 2012. The project came before the Board on January 10, 2012 for public hearing and action.

- **Base bid:** Remove asbestos containing materials as part of the renovation

The district received bids on January 30, 2012. The results are as follows:

Bidder	Base Bid
Mid Iowa Environmental Des Moines, IA	\$130,825
New Horizons Enterprises Kansas City, MO	\$54,000
REW Services Corp Ankeny, IA	\$52,011
Robinson Bros. Environ Waunakee, WS	\$94,600

Funding: Statewide Penny (Students First Program)

Item No. 13**Page 1 of 1****Subject: FINAL ACCEPTANCE OF EXTERIOR ASBESTOS ABATEMENT —
WOODLAWN EDUCATION CENTER****For: ACTION****Contact: BILL GOOD**

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

Attachments: None

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

SCHOOL: Woodlawn Education Center

PROJECT: Exterior Asbestos Abatement
Sealed Bid No. B6201

CONTRACTOR: Wheeler Contracting Inc.

CONTRACTED AMOUNT: \$ 178,590.00

CONTRACT BALANCE: \$ 8,930.00

Item No. 14
Page 1 of 2**Subject: APPOINTMENT OF 2011-2012 LEVEL I AND II INVESTIGATORS****For: ACTION****Contact: Scott R. Mikesh****Attachments: None**

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

Issue: Chapter 102; Rules of Department of Education describes the procedures for investigating allegations of abuse of students by school district employees. These rules require the annual appointment of Level I and Level II investigators for the district.

Superintendent's Recommendation: The superintendent recommends the Board approve the Level I and Level II investigators for the 2011-2012 school year.

Presenters: None

Background: The Department of Education developed a policy and rules for investigating claims of physical or sexual abuse by a school district employee involving a student. The district will respond promptly to allegations of abuse of students by school employees by investigation or arranging for investigation of any allegation. The district will take appropriate disciplinary action when abuse is found. (Chapter 102; Rules Department of Education.)

During the Des Moines Public Schools 2010-2011 and 2011-2012 school years, the Human Resources Management Department provided student abuse training to approximately 400 employees. The training provided information about 102 investigation criteria, non-physical intervention strategies and "best practice" techniques when dealing with students in difficult situations. The purpose of the training was to reduce the number of founded student abuse complaints. During the 2010-2011 school year there were five student abuse complaints filed, four alleging physical abuse and one alleging sexual abuse. Three complaints, all alleging physical abuse, were unfounded at Level 1. One complaint of physical abuse was founded at both Level 1 and Level 2. The allegation of sexual abuse was also founded. In comparison, there was one student abuse complaint filed during the 2009-2010 school year.

Level II investigators are not employees of the school district and are paid a fee for their investigative work. The approximate cost per Level II investigation is \$2,500.

LEVEL I Investigators	Current Position
Amanda Easton	Investigations Specialist
Steve Garrison	Investigations Specialist
Natalie Anderson	School Social Worker
LEVEL II Investigators	
Dr. Sheila Pottebaum	Therapist – private practice
Dr. Thomas Jeschke	Investigator-Private Practice
Connie Cook	Former Associate Superintendent
Kathy Collins	Former Attorney with the Department of Education
Mike Hupfer	Investigator—Private Practice

Item No. 14

Page 2 of 2

Minutes

Mr. Jongewaard recused himself from voting on this item.

Mr. Murphy moved approval of the Level I and Level II Investigators; second by Howard.

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

Nay: None

Abstain: Jongewaard

The motion carried, 5-0-1.

Item No. 15**Page 1 of 1****Subject: PERSONNEL RECOMMENDATIONS****For: ACTION****Contact: Scott R. Mikesch****Attachments: None**

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

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

Background:**RESIGNATION**

Name	School, Position	Effective Date	Reason
Berkley, Amanda	Moulton, .5 In Class Math	01/24/2012	Personal
Hendrix, Heather	Technology, Trainer	02/10/2012	Personal
Merrill, Jerred	Lincoln, Math	02/15/2012	Personal
Shonts, Eve	Scavo, Reading	02/10/2012	Personal

Item No. 16

Page 1 of 1

Subject: LIST OF BILLS FOR APPROVAL

For: ACTION

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

Attachments: None

Issue: A list of bills will be furnished to the Board of Directors at the Board meeting for approval. The secretary will be glad to furnish information as requested on any of these items. Prior to the meeting, one member of the Board will have checked this list with the invoices.

Item No. ADDENDUM**Page 1 of 1****Subject: CHANGE IN CONTRACT AMOUNT; LINDSTROM ENVIRONMENTAL
INC. —CENTRAL CAMPUS PHASE II ASBESTOS ABATEMENT
SEALED BID NO. B6192****For: ACTION****Contact: BILL GOOD**

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

Attachments: None

Issue: A change in a construction agreement where the cost increase is greater than 15% of the original agreement requires approval of the Board of Directors.**Superintendent's Recommendation:** The superintendent recommends the Board approve the change in the Lindstrom Environmental Inc. agreement on the Phase II Central Campus Asbestos Abatement project.**Presenters:** None. Bill Good will be present to answer any questions.**Background:** The district received bids on September 14, 2010 for the project. The award was made to Lindstrom Environmental Inc. as it was the low bidder in the amount of \$200,000.00. The award of bid was approved by the Board of Directors on September 21, 2010. During the course of work under a separate demolition package and a separate mechanical package additional asbestos containing materials were discovered. In conjunction with previous changes this change request in the amount of \$22,308.12 will exceed the 15% threshold that requires board approval.

Item No. 17**Page 1 of 2****Subject: CITIZENS' BUDGET ADVISORY COMMITTEE (CBAC)****For: INFORMATION/DISCUSSION****Contact: Thomas Harper****Attachment: 12 - 007**thomas.harper@dmschools.org (515-242-7745)

Issue: The Citizens' Budget Advisory Committee (CBAC) wishes to present its report to the superintendent and the Board.

Superintendent's Recommendation: None.

Presenters: Ed Linebach; Chair, CBAC.

Background: This is the second year the Citizens' Budget Advisory Committee has been convened to make budgetary recommendations for the next fiscal year and beyond. The CBAC was previously named the Superintendent's Budget Advisory Committee.

The committee members, all citizens of Des Moines are:

Ed Linebach, Chair
Carrie Bening
Joyce Bruce
Melissa Cano Zelaya
Joe Henry
Todd Jacobus

Shelley Keeton
Jay Radcliffe
Shane P. Schulte
Connie Ryan Terrell
Paulette Wiley
Robert H. Wooten

The mission of the committee was:

- To recommend long-term and short term budget parameters, priorities and constraints and to assist the superintendent in communicating this information to the Board and the DMPS community.

The goals for the group were to:

- Provide a communication link between the district and the community
- Examine and identify priorities relative to the FY 2013 budget:
 - Revenue enhancements
 - Expenditure reductions
 - Educational programming
- Provide suggestions on future budgetary issues

Item No. 17**Page 2 of 2**

The CBAC met five times between September, 2011 and February, 2012 to discuss budgetary issues. The committee has drafted and now presents its report on the budgetary parameters, priorities and constraints that it deems most critical as the Board, in collaboration with the district administration, develops and finalizes the FY 2013 budget.

The committee would also like to continue their discussions of long-term budgetary issues.

Minutes

Mr. Murphy asked for some elaboration of the committee's recommendation to adjust the district's solvency ratio.

Mr. Harper, the district's Chief Financial Officer, explained that best practice guidelines would probably peg it at 17-18% for a budget the size of the district's but recent funding cuts have forced it much lower than that. He suggested that an appropriate long-term benchmark might be the average of the member districts in the Council of Great City Schools.

Mr. Murphy commended the CBAC members for their energy and commitment and thanked them for the help they've been to the Board as its liaison to the community during budget development.

Ms. Boesen echoed Mr. Murphy's sentiments and expressed her hope that the public budget forums CBAC has scheduled will be more effective than the ones held under Board auspices in the past as a way to generate a meaningful dialogue with the community about school finance.

Ms. Elsbernd asked for some clarification of the committee's suggestion that employee groups consider absorbing some of their health insurance costs.

Mr. Harper said the related recommendation about development of employee wellness programs might be considered as a way to contribute to containment of runaway increases in health care costs.

Item No. 18**Page 1 of 3****Subject: EMPLOYEES' BUDGET ADVISORY COMMITTEE (EBAC)****For: INFORMATION/DISCUSSION****Contact:** Thomas Harper
(thomas.harper@dmschools.org; 515-242-7745)**Attachment: 12 - 008**

Issue: The Employees' Budget Advisory Committee (EBAC) wishes to present its report to the superintendent and the Board.

Superintendent's Recommendation: None.

Presenters: Thomas Harper

Background: In January, 2011, the superintendent formed the Employees' Budget Advisory Committee to make budgetary recommendations for FY 2012. The EBAC was created to more directly involve employees in development of budgets for FY 2013 and beyond.

The committee members, all district employees, are:

Ahart, Thomas	Kent, Carrie
Baccam, Kevin	Krantman, Susan
Bernhardt, Cynthia	Lord, Michael
Blanchard, Virginia	Mackey, Diann
Campbell, Judith	Monserate, Linda
Davis, Kent	O'tool, Dean
Fanning, Adam	Schott, Ashley
Frith, Urasaline	Smith, Matthew
Gronewold, Patricia	Smith, Virginia
Harper, Thomas	Spencer, Melissa
Haviland, Michael	Stites, Erin
Heitman Sr, Robert	Taylor, Maureen
Hoff, Lynn	Vander Zyl, Craig
Holt, Therese	Victor, Debra
Hope, Susan	Walters, Janet
Jensen, Tina	

The mission of the committee was:

To provide the superintendent with suggested long-term and short-term budget parameters, priorities and constraints and to assist the

Item No. 18**Page 2 of 3**

superintendent in communicating this information to the Board and the DMPS community.

The goals for the group were to:

- Provide a communication link between the district and the community on budget issues
- Examine and identify priorities relative to the FY 2013 budget:
 - Revenue enhancements
 - Expenditure reductions
 - Educational programming
- Provide suggestions on future budgetary issues

The EBAC met four times between October, 2011 and February, 2012 to discuss budgetary issues. The Committee has drafted and now presents its report on the budgetary parameters, priorities and constraints that it deems most critical as the Board, in collaboration with the district administration, develops and finalizes the FY 2013 budget.

The committee would also like to continue their discussions of long term budgetary issues.

Minutes

Mr. Howard expressed his support for the committee's suggestion to explore of consolidation of administrative functions and services among neighboring districts and municipalities.

Ms. Boesen speculated that will only happen as a result of legislation. She cited the creation of incentives to reduce absenteeism and the solicitation of cost-saving ideas from all of the district's schools and departments as EBAC recommendations that should be developed.

Ms. Elsbernd said she would focus on the recommendation to identify and eliminate ineffective programs.

Mr. Jongewaard highlighted the committee's ideas to create incentives to reduce absenteeism and encourage wellness among district employees as important in creating a unified, district-wide sense of shared responsibility and shared reward.

Item No. 18**Page 3 of 3**

Mr. Murphy said he hoped this committee will have the level of continuity in membership from its first year to its second as CBAC did in order that some of its best ideas will have time to develop and bear fruit.

Ms. Caldwell-Johnson said it might be helpful if the potential impact of some of the committee's ideas on the district budget could be reliably estimated it would help to better target future discussions.

Mr. Harper said such estimates will be provided to the Board as they become available. He reemphasized that the work of both budgetary advisory committees is aimed at identifying long-term, systemic solutions, not quick fixes to emergency situations.

Item No. 19**Page 1 of 1****Subject: BUDGET DEVELOPMENT****For: DISCUSSION/ACTION****Contact: Thomas Harper****Attachments: 12-009**thomas.harper@dmschools.org; 515-242-7745)

Issue: Budget development and timeline

Superintendent's Recommendation: The superintendent recommends the Board approve the budget development timeline and additional public forum dates as necessary. Additional budget development information is also included for review and discussion.

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

Background: The adoption of the annual budget requires fiscal management for the district that is in accordance with the Board's Policy Governance Management Limitation 2.5; Financial Planning/Budgeting. The Board is also made aware of reasonable assumptions and projections relative to FY 2013. Additional information is shared as it becomes available in order for the Board to make informed decisions throughout the course of budget development.

Minutes

Ms. Caldwell-Johnson encouraged the community to attend the budget forums scheduled by the Citizens' Budget Advisory Committee as well as any additional public hearings that may be scheduled under Board auspices during the budget development and adoption process.

Item No. 20**Page 1 of 2**

**Subject: MONITORING REPORT FOR MANAGEMENT LIMITATION 2.3 –
FINANCIAL CONDITION AND ACTIVITIES FOR THE QUARTER ENDING
DECEMBER 31, 2011**

For: DISCUSSION/ACTION

Contact: Thomas Harper
(thomas.harper@dmschools.org ;515-242-7745)

Attachment: 12-006

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

Superintendent's Recommendation: The superintendent recommends the Board receive, discuss and take action on the quarterly monitoring report for Management Limitation 2.3 – Financial Condition and Activities for the quarter ending December 31, 2011.

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

Accordingly, the superintendent shall not:

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

Minutes

Mr. Murphy moved acceptance of the report; second by Boesen.

Item No. 20

Page 2 of 2

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

The motion carried, 6-0.

Item No. 21**Page 1 of 3****Subject: UPDATE — MONITORING REPORT FOR MANAGEMENT LIMITATION
2.1 — TREATMENT OF STUDENTS****For: INFORMATION****Contact: Nancy Sebring/Bryce Amos****Attachments: 12-010**

(superintendent@dmschools.org; 242-7766/bryce.amos@dmschools.org 242-7660)

Issue: Board Governance Policy 3.4 – Monitoring Superintendent Performance includes a schedule that requires an annual monitoring report on Management Limitation 2.1 – Treatment of Students.

Presenters: Dr. Nancy Sebring/Bryce Amos

Background: On November 15, 2011 the Board requested an update of the monitoring report on Management Limitation 2.1 — Treatment of Students.

Minutes

Ms. Boesen said it's important for the Board to have an awareness of reengagement strategies for students who get behind and off-track such as the academic support labs in place at each of the comprehensive high schools. She said it's impressive to see the depth of the data the district is now capable of compiling and using to develop effective interventions for at-risk students.

Ms. Caldwell-Johnson commented that quantity of data is irrelevant to her unless it helps to understand the root causes of disproportionality in suspension rates among the district's demographic subgroups and suggests ways to combat that problem.

Mr. Amos, the district's Executive Director of Learning Services, said the increased capacity for data gathering will be helpful in reducing disproportionality.

Mr. Murphy asked Mr. Amos to elaborate on that point.

Mr. Amos said one example of a strategy targeted at the disproportionality issue is a planned mentoring program for African-American male students that will bring in role models from the community to work with them. He also said the district is developing plans for a 9th grade alternative center to get habitual offenders back on track early in their high school careers.

Item No. 21**Page 2 of 3**

Dr. Sebring mentioned the district has been collaborating with Orchard Place and PACE on the proposed 9th grade alternative center and it is expected to open next fall.

Mr. Murphy said the data indicate that most suspensions occur in middle school so why wait until 9th grade to intervene?

Dr. Sebring pointed out that the district aggressively addresses middle school behavioral issues through programs at the MAC Center which provides an assortment of intensive interventions for middle school kids with chronic behavioral issues during the course of either a 45 or 90 day track prior to transitioning them back into their home schools. She thinks the results there suggest it makes sense to have an equivalent option available to kids making the difficult transition from middle to high school.

Mr. Amos said the RFP the district will issue to community groups interested in providing the mentoring program he spoke of will be targeted at 8th grade male students.

Ms. Boesen sought to clarify that ML 2.1; Treatment of Students involves more than disproportionality of suspension rates among subgroups.

Ms. Caldwell-Johnson and Mr. Murphy agreed but noted that disproportionality had been the nagging problem in that area nationwide for which nobody seems to have found the answer. Mr. Murphy said he's encouraged to see the depth of the data that's been gathered around this issue in the district and how it's being used to take more purposeful actions than in the past. He also said he's curious to see what comes from the district's research about school climates.

Mr. Howard wondered to what extent behavioral problems are manifestations of student frustrations at not being able to read, for instance.

Dr. Sebring said there's no question that many times the behavior is the symptom of an underlying problem. As academic success increases behavioral indicators like office referrals decrease.

Ms. Elsbend asked how many students are served at the MAC Center and how they are placed there.

Mr. Amos said it has a capacity of 20 students and is staffed by two teachers and two social workers. Students are referred by the principal at their home school to district administrators who make the final determination on placement. While there they earn points toward return to the home school. If they have not earned enough points after 45 days they stay for a total of 90 while working simultaneously on academic and behavioral issues.

Item No. 21**Page 3 of 3**

Mr. Jongewaard said it would be helpful to have more context to go along with all of the raw data so it could be determined, for instance, if trends are upward or downward in various areas addressed in the attached report.

Ms. Boesen and Mr. Amos noted that the attachment was an update to an annual report and sought to establish some data point baselines that will provide a basis for comparisons to be made when the full report is due again next fall.

Dr. Sebring remarked on the progress that's been made in data gathering and warehousing in the district in recent years that now enables the administration to put information in the hands of principals that becomes the basis for meaningful interventions with off-track students.

Mr. Murphy said if the Board wants to receive particular information in its monitoring reports it needs to review its management limitation policies to make sure they are designed to elicit the desired sorts of data. With regard to ML 2.1 he suggested waiting until receipt of the next full, annual report and then perhaps revising that particular policy if the Board is not satisfied with its scope at that time.

Item No. 22

Page 1 of 1

**Subject: MONITORING REPORT FOR MANAGEMENT LIMITATION 2.8 —
BOARD AWARENESS & SUPPORT**

For: ACTION

Contact: Nancy Sebring
(superintendent@dmschools.org; 242-7666)

Attachments: 12-005

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

Superintendent's Recommendation: The superintendent recommends the Board take action on ML 2.8 — Board Awareness and Support.

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

Background: On July 21, 2009, the Board modified the schedule for monitoring reports so that information from the report on ML 2.8 could be factored into the superintendent's annual evaluation.

Minutes

Ms. Boesen moved acceptance of the report; second by Murphy.

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

The motion carried, 6-0.