

**DES MOINES PUBLIC SCHOOLS**  
**REGULAR SCHOOL BOARD MEETING**  
**BOARDROOM — 1800 GRAND**  
**MINUTES**  
**December 11, 2012**

**PUBLIC FORUM — 5:45 p.m. – 6:00 p.m.**

The Board of Directors held a public forum on Tuesday, December 11, 2012, in the boardroom at 1800 Grand; Dick Murphy presiding.

Present: Boesen, Caldwell-Johnson arrived at 5:47, Elsbernd, Howard, Jongewaard, Murphy, Sweeney

Speakers: Anna Hyatt-Crozier, Christynn Lounsberry, Grace Massier, Susan Cory Kuker, Kelly Donnelly, Gloria Aguilar

**REGULAR MEETING — 6:03 p.m.**

The Board of Directors met in regular session on Tuesday, December 11, 2012, in the boardroom at 1800 Grand; Dick Murphy presiding.

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

**APPROVAL OF AGENDA — 6:01 p.m.**

Mr. Jongewaard requested consent item number 15: FY 2014 Budget Parameters be moved to the end of Other items.

Ms. Caldwell-Johnson moved approval of the revised agenda, seconded by Ms. Boesen.

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

Nay: None

Motion passed 7-0.

**APPROVAL OF MINUTES — 6:01 p.m.**

Minutes of the November 27, 2012, meeting were moved for approval by Ms. Boesen; seconded by Mr. Sweeney.

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

Nay: None

Motion passed 7-0.

**DISTRICT RECOGNITIONS — 6:05 P.M.**

North High School senior Katharine Ross was recognized as a 2012 state champion swimmer who won a state title and set a new Iowa record in the 100 yard breaststroke during the 2012 Iowa State Swimming & Diving Championship meet in November.

Katharine's sister Moriah Ross, a sophomore, placed third in the same event. North High's swim coaches Amy Roland and Scott Weinheimer provided comments about these outstanding athletes. Students from Hoover, Lincoln, North and Roosevelt also qualified.

**CONSENT ITEMS — 6:02 p.m.**

7. Architect Payments.....	1
8. Construction Payments.....	3
9. Approval of Contract(s).....	6
10. Award of Quote No. Q6610: Meredith Restroom Renovations .....	7
11. Award of Windsor Elementary Masonry Restoration Quote #Q6600 .....	8
12. Final Acceptance of Bid No. B6379: Addition and Renovation McCombs Middle School .....	9
13. Final Acceptance of Contract – Samuelson Elementary Classroom Addition .....	10
14. Dropout Prevention Maximum Funding and Tax Levy Rate .....	11
15. <i>FY 2014 Budget Parameters (moved to end of Other items)</i>	
16. Personnel Recommendation .....	13
17. List of Bills .....	14

**Minutes**

Mr. Jongewaard disclosed that one of the payments included in the list of bills is a reimbursement to him for \$1,200.00 for expenses incurred to attend the Council of Great City Schools annual meeting in Indianapolis. He moved that the board approve the consent items including payment of bills previously authorized and certified by the secretary and reviewed by him as paid in the amount of \$4,610,419.37 and unpaid bills in the amount of \$4,022,235.35; seconded by Ms. Caldwell-Johnson.

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

Nay: None

Motion passed 7-0.

**Other — 6:04 p.m.**

18. Review of Discretionary Busing Policy* .....	16
19. Balanced Assessment System & Instruction* .....	17
20. Establishment of Ongoing Adjusted Dismissal Times (passed 7-0) .....	18
21. Final Plans for Jefferson Elementary School Addition and Mechanical and Electrical Upgrades (passed 7-0) .....	20
22. Final Plans for Pleasant Hill Elementary School Addition and Mechanical and Electrical Upgrades (passed 7-0) .....	22
23. Fox Lawson & Associates—Comprehensive Compensation Study* .....	24
15. FY 2014 Budget Parameters (passed 7-0) .....	26

*\*Discussion or information only, no action.*

**Public Hearings — 9:29 p.m.**

24. Findley Elementary Asbestos Abatement (passed 7-0).....	27
25. Jefferson Renovation and Addition (passed 7-0).....	28

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26. Pleasant Hill Renovation and Addition (passed 7-0) .....	29
27. Merrill Middle School Roof Replacement (passed 7-0) .....	30
28. Park Avenue Elementary School Wall Restoration (passed 7-0) .....	31
29. Walnut Street School Roof Replacement (passed 7-0) .....	32
30. Walnut Street School Wall Restoration (passed 7-0) .....	33
31. Sale of .02 Acres of Property to City Located on District Property Next to Elm Grove Cemetery (passed 7-0) .....	34

**REQUESTS FOR INFORMATION — 9:34 p.m.**

Mr. Murphy stated the process was changed in December, and he will send details on the new process to the board, as well as how monitoring reports will be handled.

**CHAIR’S REPORT — 9:35 p.m.**

Mr. Murphy stated he and Ms. Elsbernd plan to visit buildings and talk with staff, usually on Thursdays, and invited other board members to join them. Check with Deb Pendleton for schedule.

**POINT OF PRIVILEGE**

Ms. Caldwell-Johnson reported that she assisted in presenting a diploma to a student who was not able to march with his classmates due to personal circumstances that led him to be involved in the criminal justice system. It was one of the more gratifying things she has ever done and was greatly valued by the graduate.

**SUPERINTENDENT’S REPORT — 9:38 p.m.**

Mr. Ahart noted appreciation for the time allowed by the board to discuss student engagement and the good work staff is doing to further the core mission of our district, which is to serve the students.

**ADJOURN — 9:39 p.m.**

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Item No. 7

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Subject: ARCHITECT PAYMENTS

For: ACTION

Contact: Bill Good

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

Attachments: None

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**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>BCDM</u></b>				
Studebaker Elementary Architect App 15 (SWP)	95%	\$241,800.00	\$223,968.00	\$4,536.00
<b><u>OPN Architects</u></b>				
Hiatt Middle School Architect App. 15 (SWP)	92%	\$379,385.00	\$344,493.00	\$4,529.25
McCombs Middle School Architect App. 21 (SWP)	96%	\$364,100.00	\$346,725.00	\$3,475.00
<b><u>Design Group</u></b>				
Edmunds Elementary Architect App 22 (SWP)	79%	\$566,500.00	\$435,518.06	\$10,621.00
Hoyt Middle School Architect App 5 (SWP)	23%	\$375,000.00	\$29,250.00	\$57,150.00
<b><u>Wells + associates</u></b>				
Lovejoy Elementary Architect App. 14 (SWP)	97%	\$244,837.00	\$238,837.00	\$3,000.00
Findley Elementary Architect App. 5 (SWP)	62%	\$247,760.00	\$145,660.64	\$8,681.76
Jefferson Elementary Architect App. 5 (SWP)	62%	\$251,400.00	\$147,617.60	\$8,798.40

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**KCL Engineering**

Prospect Renovations	46%	\$82,500.00	\$23,100.00	\$14,850.00
Architect App. 3 (SWP)				

**Shive Hattery**

Brody Addition	96%	\$103,540.00	\$96,242.42	\$3,370.58
Architect App. 9 (SWP)				

**RDG Planning & Design**

Park Avenue Elementary	38%	\$98,500.00	\$26,950.00	\$10,238.19
Architect App. 3 (SWP)				

Pleasant Hill Elementary	31%	\$345,000.00	\$68,400.00	\$39,816.15
Architect App. 4 (SWP)				

Central Campus Phase 2	100%	\$764,737.00	\$760,067.70	\$4,669.30
Architect App. 22 (SWP)				

Central Campus Phase 3	76%	\$312,741.00	\$230,473.40	\$7,126.73
Architect App. 10 (SWP)				

<b>TOTAL</b>	<b>\$180,862.36</b>
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**Presenters:** None**Background:** None**Contact:** Bill Good

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Item No. 8

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Subject: CONSTRUCTION PAYMENTS

For: ACTION

Contact: Bill Good

Attachments: None

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

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**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>Larson &amp; Larson</u></b> McCombs School Addition / Renovation (SWP) GC App 15 Sealed Bid No. B6379	95%	\$5,836,261.00	\$5,544,449.40	\$342.00
Central Campus Ph 2 (SWP) RETAINAGE RELEASE Sealed Bid No. B6220	99%	\$8,415,632.00	\$7,994,850.40	\$396,831.60
<b><u>Dean Snyder</u></b> Hiatt Middle School (SWP) - Renovation GC App. 9 Sealed Bid No. B6486	92%	\$6,654,934.00	\$6,086,842.85	\$51,871.90
<b><u>Dore &amp; Associates</u></b> Roosevelt High School (LOST) – Abatement RETAINAGE RELEASE Sealed Bid No. 5227-09	100%	\$239,504.61	\$227,529.38	\$11,975.23
<b><u>DDVI</u></b> Central Campus Phase 3 Renovation GC App. 5 (SWP) Sealed Bid No. B6499	69%	\$3,978,095.00	\$2,054,307.63	\$701,690.66

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**Stahl Construction**

Edmunds	36%	\$10,448,423.00	\$3,026,979.03	\$768,575.57
GC App. 6 (SWP)				
Sealed Bid No. B6504				

**Edge Commercial LLC**

Brody Middle School	95%	\$1,443,801.00	\$1,351,305.65	\$20,305.30
Addition (SWP)				
GC App. 8				
Sealed Bid No. B6481				

Meredith Middle School	95%	\$5,562,876.00	\$5,277,849.45	\$4,384.25
Renovation (SWP)				
GC App. 7				
Sealed Bid No. B6498				

**Rochon Corp.**

Lovejoy Elementary	95%	\$4,432,530.00	\$4,132,849.73	\$78,053.77
Addition / Renovation				
GC App. 8 (SWP)				
Sealed Bid No. B6487				

Lovejoy Elementary	100%	\$4,432,530.00	\$4,210,903.50	\$221,626.50
Addition / Renovation				
RETAINAGE RELEASE				
Sealed Bid No. B6487				

Harding Middle School	99%	\$4,760,852.00	\$4,691,404.56	\$24,820.60
Addition / Renovation				
GC App. 15 (SWP)				
Sealed Bid No. B6321				

**Lang Constr. Group**

Addition / Renovation	95%	\$4,101,472.00	\$3,878,160.72	\$15,425.55
GC App. 8 (SWP)				
Sealed Bid No. B6488				

**Prostruct**

Smouse School	94%	\$983,255.00	\$816,047.15	\$112,130.40
(Smouse Funds)				
Sealed Bid No. B651				

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**Lindstrom Envir.**

Central Campus (SWP) GC App 6 Sealed Bid No. B6192	95%	\$252,256.84	\$234,514.00	\$5,130.00
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Central Campus (SWP) RETAINAGE RELEASE Sealed Bid No. B6192	100%	\$252,256.84	\$239,644.00	\$12,612.84
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**Waldinger Corp.**

Hoover Boilers RETAINAGE RELEASE Sealed Bid NO. B6528	100%	\$456,187.00	\$433,377.64	\$22,809.36
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**Concrete Technology**

North High School East Parking Lot (SWP) RETAINAGE RELEASE Sealed Bid No. B6511	100%	\$478,253.00	\$454,340.35	\$23,912.65
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<b>TOTAL</b>	<b>\$2,472,498.18</b>
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**Presenters:** None**Background:** None**Contact:** Bill Good



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**Item No. 9****Page 1 of 1****Subject: APPROVAL OF CONTRACT(S)****For: ACTION****Contact: Various****Attachments: None**

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**Contract No. 12-047****Project:** Tower Lease Agreement – Third Amendment**Contractor:** New Cingular Wireless PCS, LLS

**Background:** The tenant New Cingular Wireless PCS, LLC, successor in interest to TeleCorp Realty d/b/a AT&T Wireless requests an amendment to the Tower Lease Agreement at 1800 Grand Avenue. The agreement is in its third extension (2011-2016) of the lease agreement.

New Cingular Wireless PCS, LLC is requesting approval of a Third Amendment to the original Tower Lease Agreement. The original agreement was approved by the school board on April 5, 2001; First Amendment to the Tower Lease Agreement approved by the school board June 19, 2001, and further amended by Second Amendment approval by the board and dated April 28, 2003.

**Financial**

Revenues: \$1,320/month

Expenses: 0

**Term:** March 2011 – February 2016**New or Renewal:** Renewal**Contact:** Bill Good, COO

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

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**Item No. 10****Page 1 of 1****Subject: AWARD OF QUOTE NO. Q6610  
MEREDITH RESTROOM RENOVATIONS****For: ACTION****Contact: Bill Good**  
(harold.good@dmschools.org: 242-8321)**Attachments: None**

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**Issue:** Award of contract for the renovation of restrooms at Meredith Middle School.**Superintendent's Recommendation:** The superintendent recommends a purchase order for the Base Quote and Alternate 1 be awarded to the lowest responsive / responsible firm Edge Commercial LLC in the amount of \$91,365.00.**Presenters:** None, Bill Good will be present to answer any questions.**Background:** This project provides renovations of two restroom cores at Meredith.

- **Base Bid:** The work includes the renovation of the west set of restrooms.
- **Alternate 1:** The work includes the renovation of the east set of restrooms.

The District received quotes on December 4, 2012. The results are as follows:

<b>Bidder</b>	<b>Base Bid</b>	<b>Alternate 1</b>
Edge Commercial – Grimes, IA	\$45,996	\$45,369
Bergstrom Constr. – DM, IA	\$50,637	\$49,049
Prostruct Constr. – WDM, IA	\$57,123	\$54,924
Munro Constr. – Johnston, IA	\$59,800	\$57,800
Lang Construction – WDM, IA	\$61,000	\$59,900
Bryan Crow Constr. – Waukee, IA	\$67,354	\$63,525
TBB, LC – DM, IA	\$70,100	\$70,900

**Funding:** Funding is from the Statewide Penny (Students First Program)

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Item No. 11

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**Subject:** AWARD OF WINDSOR ELEMENTARY MASONRY RESTORATION  
QUOTE #Q6600

**For:** ACTION

**Contact:** Bill Good

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

**Attachments:** None

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**Issue:** Award of contract for masonry restoration at Windsor Elementary School.

**Superintendent's Recommendation:** The superintendent recommends the board approve the contract for the Base Quote, Alternate #1, and Alternate #2 be awarded to the lowest responsive/responsible bidder, MTS Contracting, in the amount of \$77,463.

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

**Background:** Plans and specifications were prepared by Angelo Architecture with Facility Management. The restoration will correct moisture infiltration problems due to masonry deterioration. Quotes were received according to the State's Competitive Quote Guidelines, Iowa Code Chapter 26.14.

Base Quote: Masonry restoration of the main building.

Alternate #1: Masonry restoration of the 1952 building.

Alternate #2: Masonry restoration of the 1949 building above the lower roof.

The district received quotes on November 20, 2012. The results are as follows:

Bidder	Base Quote	Alternate #1	Alternate #2	Total
Bi State Masonry Rock Island, IL	\$84,000	\$18,000	\$9,500	\$111,500.00
Building Restoration Roseville, MN	\$123,020	\$18,560	\$15,270	\$156,850.00
Dennis Construction Oneida, IL	\$98,990	\$22,390	\$11,490	\$132,870.00
E&H Restoration Davenport, IA	\$109,081	\$28,955	\$17,497	\$155,533.00
Mid Continental Fort Scott, KS	\$76,293	\$11,605	\$7,078	\$94,976.00
MTS Contracting Kansas City, MO	\$60,503	\$11,012	\$5,948	\$77,463.00
Renaissance Galena, IL	\$119,000	\$13,000	\$8,900	\$140,900.00
Woods Norwalk, IA	\$105,000	\$21,000	\$3,000	\$129,000.00

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

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**Item No. 12****Page 1 of 1****Subject: FINAL ACCEPTANCE OF BID NO. B6379:  
ADDITION AND RENOVATION MCCOMBS MIDDLE SCHOOL****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.

SCHOOL: McCombs Middle School

PROJECT: Addition and Renovations

CONTRACTOR: Larson & Larson Construction LLC

CONTRACTED AMOUNT: \$5,836,621.00

CONTRACT BALANCE: \$291,829.60

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**Item No. 13****Page 1 of 1****Subject: FINAL ACCEPTANCE OF CONTRACT –  
SAMUELSON ELEMENTARY CLASSROOM ADDITION****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>	Samuelson Elementary School – Classroom Addition – Bid No. B6456
<u>CONTRACTOR:</u>	Bryon Crow Construction Inc.
<u>CONTRACTED AMOUNT:</u>	\$197,000.00
<u>CONTRACT BALANCE:</u>	\$ 9,850.00

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**Item No. 14****Page 1 of 2****Subject: DROPOUT PREVENTION MAXIMUM FUNDING AND TAX LEVY RATE****For: ACTION****Contact: Thomas Harper, Bryce Amos****Attachments: 12-077**(thomas.harper@dmschools.org, 242-8321 / bryce.amos@dmschools.org, 242-7660)

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**Issue:** The board must approve the preliminary FY 2014 maximum funding and tax levy rate for Dropout Prevention by December 15, 2012.

**Superintendent's Recommendation:** The Superintendent recommends that the board approve the maximum funding of \$9,729,244 and also maintain the current levy rate for FY 2014. The Superintendent may recommend a change in the rate when the FY 2014 budget recommendations are made later in the fiscal year as has been done in the past.

**Presenters: None**

**Background:** Annually, the district submits a board approved application to the Iowa Department of Education (DE) seeking DE School Budget Review Committee (SBRC) approval to use Dropout Prevention funding. The preliminary levy rate for FY 2014 is based on the maximum funding per state formula and must be approved by the Board in order to accommodate the state filing deadline of December 15, 2012.

The state formula establishes the maximum amount that can be approved for the district by the Board of Directors for Dropout Prevention and is estimated at \$9,729,244 for FY 2014. The formula is based on the district enrollment x 5 percent x district cost per pupil. Since no allowable growth rate has been set by the legislature for FY 2012, the Department of Education has indicated that we are to assume a 0% allowable growth (AG) rate resulting in the cost per pupil remaining the same for FY 2014. Thus, based on these estimates, the formula results in the following maximum funding level:

$$32,062.1 \text{ [preliminary estimate]} \times .05 \times \$6,069 \text{ [assumes 0\% AG]} = \$9,729,244$$

The current levy for FY 2013 generates \$9,572,725 and the rate is \$1.4944, representing the maximum FY 2013 Dropout Prevention funding and levy authorized by law, respectively. Although no increase is recommended at this time in the tax levy rate for FY 2014, increases or decreases in property valuation may result in some additional or reduced revenues for FY 2014. The amount generated by the levy is sufficient to accommodate current programming costs for FY 2013.

While the levy rate for FY 2014 must be approved before December, programming decisions for FY 2014 are best made later in the year when the allowable growth for FY

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2014 is known, when property valuations are known, when other budget/staffing decisions are being made and when more is known about overall district needs and priorities for FY 2014. Therefore, it is possible that budget recommendations for FY 2014 will include a change to the Dropout Prevention maximum budget and associated tax rate.

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**Item No. 16****Page 1 of 1****Subject: PERSONNEL RECOMMENDATION****For: ACTION****Contact: Scott R. Mikesh**  
(scott.mikesh@dmschools.org; 242-7972)**Attachments: None**

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

**RESIGNATION**

Name	School, Position	Effective Date	Reason
DouBrava, Gary	Willard, Physical Education	12/19/2012	Personal



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**Item No.** 17

**Page 1 of 1**

**Subject:** LIST OF BILLS FOR APPROVAL

**For:** ACTION

**Contact:** Thomas Harper

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

**Attachments:** 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. 18****Page 1 of 2****Subject: REVIEW OF DISCRETIONARY BUSING POLICY****For: DISCUSSION****Presentation: None****Contact: Bill Good****Attachments: 12-079**

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

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**Issue:** To discuss the potential expansion of transportation options for K-5 students**Presenters:** None.**Superintendents Recommendation:** The superintendent recommends that the board discuss potential changes to the district's discretionary busing policy.**Background:** Currently students are eligible for district busing based upon the following state standards:

K-8 = must reside more than 2 miles from school to qualify for transportation.

9-12 = must reside more than 3 miles from school to qualify for transportation.

**Minutes**

Mr. Good reviewed the options outlined in the attachment:

1. No change—continue current practices, policies, and procedures until elementary boundary changes are considered.
2. Districtwide reduction of K-5 students' transportation from the state standard of 2 miles to 1.5 miles effective for the next school year. Estimated cost is \$75,000.
3. Districtwide reduction of K-5 students' transportation from 2 to 1.5 miles (same as option 2) except that it would begin at the second semester of the current school year and end June 2013. Estimated cost is \$37,500.
4. Extend the existing practice of .8 mile discretionary busing for ELL students from first year in the district to the first two years in the district effective for the 2013-14 school year. Estimated cost is \$24,000.
5. Extend the existing .8 mile discretionary busing for ELL students from the first year to the first two years effective the second semester of the current school year. Estimated cost is \$3,000 plus \$24,000 to continue it through the 2013-14 school year.

The proposals would all sunset at the end of the 2013-14 school year based on a review of the current elementary boundaries.

Speakers: Pastor John Kline, Jessica Dunker, Lisa Scott, Ru Ru, and Mone.

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Mr. Murphy stated the first year of transportation provided to ELL students is not a requirement, but voluntarily provided by the district.

Ms. Caldwell-Johnson felt the most logical option is option 3, extended to 2013-14. She feels a more holistic approach is needed and to work with resettlement agencies; with the state around funding; and working with community-based and faith-based organizations, landlords and United Way.

Ms. Boesen agreed.

Mr. Jongewaard prefers options 3 & 5.

With anticipated board action in January, preparation could begin for implementation for the second semester.

This would be a districtwide approach, not just for ELL students. The total number of students affected by reducing the limit from 2 to 1.5 miles would be 115, with the largest percentage being ELL. The number of second-year ELL students is not known, but would be a relatively small amount. Students at Greenwood, Hillis, Monroe, Morris, Pleasant Hill, Samuelson, and Stowe would be affected.

Following additional discussion, combining options 3 and 5 to reduce the distance from 2 miles to 1.5 miles for K-5 students' transportation and extend the .8 discretionary busing for ELL students from one year to two years with both ending June 30, 2014, was the board consensus. Both issues will be readdressed when elementary boundary changes are proposed.

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**Item No. 19****Page 1 of 1****Subject: BALANCED ASSESSMENT SYSTEM & INSTRUCTION****For: INFORMATION****Presentation: None****Contact: Holly Crandell****Attachments: 12-073**

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

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**Issue:** The district instructional staff has made some changes in how we approach instruction and ongoing assessment of student learning. Some changes were made in response to the new Iowa Common Core Curriculum and some were made as we grow in our knowledge of best practices in curriculum instruction and assessment.

**Superintendent's Recommendation:** The superintendent recommends the Board listen to a panel discussion of some district elementary, middle and high school teachers and principals.

**Background:** In an effort to create a meaningful context for student achievement monitoring reports in light of significant changes to the education landscape in Iowa over the last year, the Curriculum, Instruction and Assessment team shared with the Board at the November 27, 2012 meeting, the DMPS Balanced Assessment Plan. This presentation is intended to help deepen the Board's understanding of how this plan plays out at the building level.

**Presenters:** Holly Crandell, Noelle Tichy, Kathie Danielson, Rose Neal, Maureen Taylor, Michael Pentek, Audrey Rieken, Kristy Fitzgerald, Tara Owen, and Erin Budreau

Speakers: Andrew Rasmussen & Jerry Bradley

## **Minutes**

Noelle Tichy asked questions of the panel members in order to provide information to the board on how assessments are accomplished through various methods and how the results are used to determine student instruction.

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**Item No. 20****Page 1 of 2****Subject: ESTABLISHMENT OF ONGOING ADJUSTED DISMISSAL TIMES****For: ACTION****Presentation: PowerPoint****Contact: Holly Crandell****Attachments: 12-082**

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

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**Issue:** Establish ongoing time for professional development and teacher collaboration.**Superintendent's Recommendation:** The superintendent recommends the board approve a 90-minute early release each Wednesday for professional development and teacher collaboration during the school day for this and subsequent school years.**Background:** In previous years, DMPS has dismissed all schools early on Wednesdays in order to accommodate a consistent delivery of professional development for instructional staff and provide them with enough time for meaningful collaboration. The regular allocation of time for those purposes has had a positive impact on the implementation of the common core standards and district curriculum. The success of the professional development program, coupled with the results of the parent survey supports the need for this established time to be set aside on a consistent basis.**Presenters:** Holly Crandell, Noelle Tichy**Minutes**

Speaker: Andrew Rasmussen

Holly Crandell summarized the last three years of professional development initiatives. All schools have been dismissed 90 minutes early on Wednesdays, providing consistent delivery of districtwide, ongoing professional development and providing a regular meeting time to analyze student achievement data to drive instructional practices. The days are designated as either a teacher-, building-, or district-directed day. Teacher-directed time is about 18 hours, allowing teachers to determine how they use their professional development time as outlined in their individual professional growth plan. Building-directed time is about 25 hours. District-facilitated time is done by curriculum coordinators and teacher leaders in PLC sessions for grade-level or content-alike teachers on a districtwide basis.

There are four components of professional development: adjusted dismissal Wednesdays, the EQDP day, monthly teaching and learning meetings with building leadership teams, and focus groups designed to provide district-level support for gaps in skills and knowledge of previous training opportunities.

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Noelle Tichy reviewed the statistics of the surveys answered by staff and parents.

Ms. Caldwell-Johnson would like information on the participation rate by teachers. Correlation to student achievement is important to demonstrate.

Addressing teachers' individual professional development plans can be addressed during these times. Extra support for after-school opportunities, especially for middle-school students, is ongoing, and United Way has assessed all programs available. The district is also working with Drake to develop a pilot study this spring.

Professional development is part of a total package of improvement efforts, and while it may be difficult to isolate one part of those efforts, there are gains being shown by students. Mr. Ahart reminded the board that there is one less full day of professional development beginning this year which is why the early release opportunities are vital.

Mr. Jongewaard moved the recommendation with ongoing monitoring, second by Mr. Howard.

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

Nay: None

Absent: Elsbernd

Motion passed 6-0.

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

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

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**Issue:** Final plans for Jefferson Elementary School addition and mechanical and electrical upgrades.

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

**Background:** As part of Student's First/Statewide Penny the main focus of this project is an addition which will include new classrooms eliminating open classrooms. Also included in this project will be a mechanical/electrical upgrade.

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

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

**Presenters:** Bill Good and Wells Plus Architects

## **Minutes**

Mike Lord, director of Elementary Student Services, represented Principal Mary Minard who was unable to attend.

Jamie Malloy with Wells and Associates discussed changes being proposed to Jefferson, including an addition on the northwest corner to house kindergarten rooms with individual restrooms, a new entry canopy on the southeast corner with a secure vestibule, demolishing the stairs on the front of the building, adding an elevator, creating contained classrooms, and leaving the library/media center and computer lab in the core. The lower level will include a remodeled gym and cafeteria, an enlarged music room, offices and storage. The existing auditorium space had a sunken floor which will be filled in to create a large, multipurpose room for school and community functions. Windows will be added to the existing classrooms.

Mr. Lord stated sound-enhancement systems will be added to each classroom. Geothermal will be used to maintain the temperature, and the building will be ADA compliant. Mr. Good reviewed the timeline, allowing for substantial completion on

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August 18. The total project budget is approximately \$5.7 million. The plans have been shared with the neighborhood organizations and are accessible on the district's website. The gates to the tunnel will be replaced to secure access.

Ms. Boesen moved approval of the superintendent's recommendation, second by Mr. Howard.

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



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**Item No. 22****Page 1 of 2****Subject: FINAL PLANS FOR PLEASANT HILL ELEMENTARY SCHOOL  
ADDITION AND MECHANICAL AND ELECTRICAL UPGRADES****For: ACTION****Presentation: PowerPoint****Contact: Bill Good****Attachments: None**(harold.good@dmschools.org; 242-8321)

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**Issue:** Final plans for Pleasant Hill Elementary School addition and mechanical/electrical upgrades.

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

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

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

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

**Presenters:** Terrie Price, Bill Good, and RDG Architects

## **Minutes**

Jeff Blouser from RDG Architects Planning and Design reviewed the proposed changes to the octagon-shaped building. A small portable building will be removed; drop-off parking and staff parking will be added; two additions are planned; geothermal wells will be added; a new security entrance will be added; the media center will be in the middle of the building; open classrooms will be eliminated; lockers and cubbies added; and ADA requirements will be met throughout the building, including a lift in the media center. Additional windows will be installed for natural lighting.

Ms. Price stated sound-enhancement systems will be added to all the classrooms, mechanical upgrades will be made, energy efficiency will be achieved with the geothermal system, and an integrated clock system will keep everyone on the same schedule.

Mr. Good stated the timeline calls for construction to begin April 1 with substantial completion on August 18. The project is estimated at \$5.8 million.

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

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

Nay: None

Absent: Elsbernd

Motion passed 6-0.

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**Item No. 23****Page 1 of 2****Subject: FOX LAWSON & ASSOCIATES—COMPREHENSIVE COMPENSATION STUDY****For: INFORMATION/DISCUSSION****Presentation: PowerPoint****Contact: Thomas Harper**  
(thomas.harper@dmschools.org 515-242-7745)**Attachments: 12-080 & 12-081**

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**Issue:** Fox Lawson & Associates Presentation to the Board**Superintendent's Recommendation:** The superintendent recommends the board receive information from Fox Lawson & Associates on the scope of the comprehensive compensation study.**Presenters:** Thomas Harper; Scott Mikesch; James C. Fox, Ph.D.**Background:** On August 7, 2012, the Board requested a compensation study. Des Moines Public Schools awarded a contract to Fox Lawson & Associates on October 16, 2012, RFP 6580, for consulting services to conduct this study.

Fox Lawson & Associates is a Division of Gallagher Benefit Services, Inc., and is based in Phoenix, Arizona, and St. Paul, Minnesota. It serves higher education clients nationally on a variety of classification, compensation and human resource issues. The managing directors of the firm, Jim Fox and Bruce Lawson, have served over 500 clients. They have worked with numerous school districts including: Los Angeles Unified School District, CA.; Columbus Public Schools, OH.; Tucson Unified School District, AZ.; Lake Washington School District, WA., just to name a few.

## **Minutes**

Mr. Mikesch shared that the study kicks off today and tomorrow. A video presentation was filmed today for employees. Mr. Fox also prepared an instructional video to guide staff through the most immediate phase of the study. Mr. Fox will meet with administrators tomorrow regarding completion of the documents. He will also meet with union representatives to answer their questions and concerns.

Mr. Fox continued that there are five steps to the process. First is understanding the public schools, looking at the contracts, policies, etc. All employees will be asked to complete a questionnaire on their job functions which will be reviewed by the supervisors prior to coming to Fox Lawson. They will be read to identify what people are doing before drafting/updating job descriptions. The revised job descriptions will be used to identify what the marketplace is paying for similar work. Discussion has begun on who to compare to and survey, including benefits and the cost to the employer and

employee. The findings and recommendations will come back to the board. It will take about nine months and will be done thoroughly and objectively.

Mr. Howard expressed concern about with language barriers and computer illiteracy. Electronic and manual questionnaires will be used, and they will work with the district on language barriers. Review by supervisors provides a measure of cross-checking and verification to ensure all things are included and can also be enlightening to them. The supervisors would complete their section only and not change what the employee puts on the questionnaire.

The final report will be provided in advance of establishing the FY 2014-15 budget, figures can be aged by a trend factor, data will not include comparison of the number of staff in categories with like organizations, and alignment of job functions and job titles will be included for consistency and standardization. Comparisons will start with eight or nine districts identified by the Council of Great City Schools which can be modified. Adjustments will be factored for the Des Moines labor market where appropriate. Mr. Fox stated their firm will prepare a list of job titles and the organizations to be surveyed for the board's review. There are some natural breaks in the process; e.g., at the completion of the classification process, identification of proper titles, and how people are allocated is one; following collection of the survey data is another one; and there could be a third.

Performance evaluations will be included in the process to ensure the process makes sense. It should be simple, easy to use and lead to an evaluation as objective as possible. Mr. Jongewaard recommended looking at the evaluation process used by DMACC for their administrative staff and president.

Mr. Fox confirmed information on maintaining the data will be provided. Implementation is generally accomplished over a two- to three-year period.

Speaker: Andrew Rasmussen, DMEA

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**Item No. 15****Page 1 of 1****Subject: FY 2014 BUDGET PARAMETERS****For: Action****Contact: Thomas Harper**

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

**Attachments: 12-078**

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

**Superintendent's Recommendation:** The Superintendent recommends that the Board discuss and ADOPT the budget parameters, priorities and the guiding principles they wish the administration and the Citizen's Budget Advisory Committee (CBAC) to follow in the course of the budget development for FY 2014.

**Background:** The Board was presented with previous Budget Parameters on November 27<sup>th</sup>. A preliminary list of Parameters has been included for the Board's consideration and adoption, attachment 12-078.

### Minutes

Mr. Jongewaard expressed concern about setting the reserve ratio between a range of 8% and 16%. He's not asking to change that, but would like further discussion. Per background investigation with two accounting firms, including McGladrey Pullen who conducts the district's audit, they've assured him that 8% would make available more revenue to hire staff or spend funds on other things and not put the district in a position of having an unbalanced budget. He would like to make a motion to change the bullet point, "Limit staff reductions and positively impact average class size," by adding at the end "by adding staff." Ms. Caldwell-Johnson seconded the motion.

Mr. Murphy expressed concerned about not having access to the information Mr. Jongewaard obtained and feels restoring positions, such as art, music, etc., is included under bullet item Maintain, Restore, Innovate.

Ms. Caldwell-Johnson proposed the following wording: Limit staff reductions and, to the degree possible, positively impact average class size by adding teachers. Mr. Jongewaard agreed to the wording and making the motion to approve the budget parameters with that change in order to do all in one vote.

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

Nay: None

Motion passed 7-0.

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**Item No. 24**

**Page 1 of 1**

**Subject: FINDLEY ELEMENTARY ASBESTOS ABATEMENT**

**For: PUBLIC HEARING / ACTION**

**Contact: Bill Good**

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

**Attachments: None**

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**Issue:** Approval of the plans and specifications for the asbestos abatement related to the renovations and addition at Findley Elementary School. Publication for the Public Hearing was included in the Des Moines Register on November 30, 2012.

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

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

**Background:** The board approved the plans and specifications for the renovation and addition package for Findley Elementary School at the November 27, 2012 board meeting. In order to complete the renovation and addition project, asbestos abatement work will be required.

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

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

## **Minutes**

The public hearing was called to order at 9:29 p.m. Seeing no speakers, the public hearing was closed.

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

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

Nay: None

Motion passed 7-0.

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**Item No. 25****Page 1 of 1****Subject: JEFFERSON RENOVATION AND ADDITION****For: PUBLIC HEARING / ACTION****Contact: Bill Good**

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

**Attachments: None**

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**Issue:** Approval of the plans and specifications for the renovation and addition package for Jefferson Elementary School. Publication for the Public Hearing was included in the Des Moines Register on December 7, 2012.

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

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

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

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

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

### **Minutes**

The public hearing was called to order at 9:30 p.m. Seeing no speakers, the public hearing was closed.

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

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

Nay: None

Motion passed 7-0.

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**Item No. 26**

**Page 1 of 1**

**Subject: PLEASANT HILL RENOVATION AND ADDITION**

**For: PUBLIC HEARING / ACTION**

**Contact: Bill Good**

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

**Attachments: None**

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**Issue:** Approval of the plans and specifications for the renovation and addition package for Pleasant Hill Elementary School. Publication for the Public Hearing was included in the Des Moines Register on December 7, 2012.

**Superintendent's Recommendation:** The superintendent recommends that the board approve the plans and specifications prepared by RDG Planning for the renovation and addition package for Pleasant Hill Elementary School.

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

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

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

**Funding:** State Wide Penny (Students First Program)

## **Minutes**

The public hearing was called to order at 9:30 p.m. Seeing no speakers, the public hearing was closed.

Ms. Elsbernd moved approval of the superintendent's recommendation, second by Mr. Howard.

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



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**Item No. 27****Page 1 of 1****Subject: MERRILL MIDDLE SCHOOL ROOF REPLACEMENT****For: PUBLIC HEARING/ACTION****Contact: Bill Good**

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

**Attachments: None**

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**Issue:** The approval of final plans and specifications for roof replacement at Merrill Middle School.

**Superintendent's Recommendation:** The superintendent recommends the board approve the final plans and specifications prepared for the replacement of the roofing materials.

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

**Background:** To correct the moisture infiltration problems roofing will be removed and replaced. Bids are due on January 8, 2013. Facility Management will seek board approval of the lowest responsive, responsible bid at the January 22, 2013 board meeting.

Plans are available at the Operations Center, 1917 Dean Ave.

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

### **Minutes**

The public hearing was called to order at 9:31 p.m. Seeing no speakers, the public hearing was closed.

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

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

Nay: None

Motion passed 7-0.

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**Item No. 28**

**Page 1 of 1**

**Subject: PARK AVENUE ELEMENTARY SCHOOL WALL RESTORATION**

**For: PUBLIC HEARING/ACTION**

**Contact: Bill Good**

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

**Attachments: None**

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**Issue:** Due to water leaks from masonry deterioration portions of the building are in need of masonry repair.

**Superintendent's Recommendation:** The superintendent recommends the board approve the plans and specifications prepared for the repairs to the envelope of the masonry building.

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

**Background:** To correct the moisture infiltration problems masonry will be removed and replaced. Bids will be solicited as detailed in Chapter 26 of the Iowa code. Bids are due January 15, 2013. Facility Management will seek board approval of the lowest responsive, responsible bid at the January 22, 2013 board meeting.

Plans are available for review at Operations Center, 1917 Dean Ave.

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

## **Minutes**

The public hearing was called to order at 9:31 p.m. Seeing no speakers, the public hearing was closed.

Mr. Howard moved approval of the superintendent's recommendation, second by Ms. Elsbernd.

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

Nay: None

Motion passed 7-0.

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**Item No. 29****Page 1 of 1****Subject: WALNUT STREET SCHOOL ROOF REPLACEMENT****For: PUBLIC HEARING/ACTION****Contact: Bill Good**

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

**Attachments: None**

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**Issue:** The approval of final plans and specifications for roofing Walnut Street School Building.

**Superintendent's Recommendation:** The superintendent recommends the board approve the final plans and specifications prepared for the replacement of the roofing materials.

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

**Background:** To correct the moisture infiltration problems, roofing will be removed and replaced. Bids are due on January 15, 2013. Facility Management will seek board approval of the lowest responsive, responsible bid at the January 22, 2013 board meeting.

Plans are available for review at the Operations Center, 1917 Dean Ave.

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

### **Minutes**

The public hearing was called to order at 9:32 p.m. Seeing no speakers, the public hearing was closed.

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

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

Nay: None

Motion passed 7-0.

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**Item No. 30**

**Page 1 of 1**

**Subject: WALNUT STREET SCHOOL WALL RESTORATION**

**For: PUBLIC HEARING/ACTION**

**Contact: Bill Good**

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

**Attachments: None**

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**Issue:** Due to water leaks from masonry deterioration portions of the building are in need of masonry repair.

**Superintendent's Recommendation:** The superintendent recommends the board approve the plans and specifications prepared for the repairs to the envelope of the masonry building.

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

**Background:** To correct the moisture infiltration problems masonry will be removed and replaced. Bids will be solicited as detailed in Chapter 26 of the Iowa code. Bids are due January 8, 2013. Facility Management will seek Board approval of the lowest responsive, responsible bid at the January 22, 2013 Board meeting.

Plans are available for review at the Operations Center, 1917 Dean Ave.

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

## **Minutes**

The public hearing was called to order at 9:32 p.m. Seeing no speakers, the public hearing was closed.

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

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

Nay: None

Motion passed 7-0.

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**Item No. 31****Page 1 of 1****Subject: SALE OF .02 ACRES OF PROPERTY TO CITY LOCATED ON DISTRICT PROPERTY NEXT TO ELM GROVE CEMETERY****For: PUBLIC HEARING / ACTION****Contact: Bill Good**

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

**Attachments: None**

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**Issue:** Sale of .02 acres property located south of County Line Road on district owned property. The resolution to hold the public hearing was published in the Des Moines Register on November 28, 2012.

**Superintendent's Recommendation:** The Superintendent recommends the board hold the public hearing and approve the sale of .02 acres (described below) property located on the 30 acres owned by the district to the City of Des Moines for \$1.00.

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

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

## **Minutes**

The public hearing was called to order at 9:33 p.m. Seeing no speakers, the public hearing was closed.

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

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

Nay: None

Motion passed 7-0.