

DES MOINES PUBLIC SCHOOLS
REGULAR SCHOOL BOARD MEETING
BOARDROOM — 1800 GRAND AVENUE
MINUTES
SEPTEMBER 7, 2010

PUBLIC FORUM – 5:45 p.m.

The Board of Directors met in regular session on Tuesday, September 7, 2010, in the boardroom at 1800 Grand Ave., Connie Boesen presiding.

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

REGULAR MEETING – 6:00 p.m.

The Board of Directors met in regular session on Tuesday, September 7, 2010, in the boardroom at 1800 Grand Ave., Connie Boesen presiding.

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

Ms. Link moved to approve the agenda. Second by Strong.

Aye: Boesen, Buckton, Caldwell-Johnson, Link, Murphy, Strong, Woods
Nay: None
Motion carried.

APPROVAL OF MINUTES OF August 17, 2010

Ms. Strong moved approval of the minutes of August 17, 2010. Second by Buckton.

Aye: Boesen, Buckton, Caldwell-Johnson, Link, Murphy, Strong
Nay: None
Pass Woods
Motion carried.

DISTRICT RECOGNITIONS

Dr. Sebring recognized the district's partnership with local businesses for the successful Back-to-School Health Fair held in August. The health fair was held at Casady School. She introduced Jean Phillips, DMPS Health Services Coordinator, who assisted in organizing this event.

Dr. Sebring also recognized the Hoover High School newspaper, Challenger, which won the George Gallup Award for the second consecutive year. Timm Pilcher is the advisor for the program. The journalists for this recent award are 2010 graduates and were unavailable.

CONSENT ITEMS – 6:08 p.m.

7. Contracts for Approval ----- 1

8. Award of Contracts on Bid ----- 7

9. Final Acceptance of Fire Sprinkler Contract for Jackson Elementary ----- 11

10. Award of Bid No. B6179 — Career Technical Center Phase II
Connector Package ----- 13

11. Award of Bid No. B6176 — Window Replacement,
Cowles Montessori School ----- 15

12. Amendments to the Restated Des Moines Teachers’ Retirement
System (DMTRS) Plan and Trust ----- 17

13. Personnel Recommendations ----- 21

14. Appointment of Charter School Director ----- 25

15. List of Bills for Approval ----- 27

Minutes

Ms. Link moved approval of the consent items including payment of bills previously authorized and certified by the secretary and reviewed by him as paid in the amount of \$2,711,884.35 and unpaid bills in the amount of \$2,239,967.84. Second by Buckton.

Ms. Caldwell-Johnson thought the salary for the Charter School Director seemed low for what amounts to a school principal position.

Dr. Sebring reminded the Board that plans for the start-up of the charter school called for the director’s salary to be paid through outside funding and the amount was primarily determined by what could be afforded in the first year.

Ms. Caldwell-Johnson asked if the salary in subsequent years would become more commensurate with other principal positions in the district.

Dr. Sebring explained that the charter school’s advisory board intends to escalate the salary as grade levels are added and as funding allows.

Ms. Caldwell-Johnson wanted clarification of the basis for the teacher salaries at the charter school and Dr. Sebring said that they will be on regular contracts and paid according to the same schedules that apply to teachers throughout the district.

Ms. Caldwell-Johnson asked for some background on the selection process in terms of whether or not candidates were identified who met all of the criteria for the position that were established early on in the charter planning process.

Mr. Murphy, who served as the Board’s liaison on the charter advisory board throughout the planning and application processes, said that although he did not have access to candidate resumes, he was confident that the finalists the committee zeroed in on had a sufficient breadth of experience with a diverse range of student demographics to be well qualified for the position.

Ms. Caldwell-Johnson wondered, given the autonomy that is inherent in the charter school model, what degree of oversight the Board will be responsible for exercising once it approves the hiring of a director.

Ms. Beth Nigut, the district’s General Counsel, responded that the Board’s jurisdiction will be primarily exercised at the level of periodic rulings on charter renewal[s] as opposed to scrutiny of its day-to-day operations. It will ultimately be for the Board to decide if the school is achieving its stated goals and objectives and whether or not it shall continue. Ms. Nigut noted that there are some statutory exceptions to the generally macro role of the Board in charter school operations, citing the examples of teacher terminations and student expulsions as instances where the Board’s involvement would be required.

Ms. Woods asked for a recap of how the school’s advisory board was assembled.

Mr. Murphy said that the group involved in the planning and application stages was assembled by Kittie Weston Knauer, a former principal at Scavo who headed up those processes as a consultant to the district. He said that once the school is up and running an advisory group will be formed that includes parents of students at the school.

Aye: Boesen, Buckton, Caldwell-Johnson, Link, Murphy, Strong, Woods
Nay: None
Motion carried.

OTHER – 6:22p.m.

16. Preliminary Plans for Phase II Career Technology Renovation -----	29
17. Proposed Changes to 700 Series -----	31
18. Review of Board Officer Elections -----	35

REQUESTS FOR INFORMATION — 7:00 p.m.

- Ms. Link is requesting a presentation at some point on the district’s Talented and Gifted Program (TAG)
- Ms. Caldwell-Johnson is requesting information on the Charter School

CHAIR’S REPORT — 7:09

September 7, 2010

Pending Board Approval

Ms. Boesen mentioned the upcoming special election on the Physical Plant and Equipment Levy [PPEL] on September 14. She encouraged everyone to get out and vote yes so that the PPEL doesn't expire in June of 2011.

She also said that the Central Campus culinary arts program is holding their annual fundraising dinner on October 2 and encouraged attendance at that event.

SUPERINTENDENT'S REPORT — 7:10 p.m.

Dr. Sebring wanted to publicly thank all of the facilities staff for their efforts in making all of the renovated properties ready for students when school started. She said they are all very impressive and also specifically encouraged visitors to the new early education center at Mitchell which opened on September 9. She said there are plans underway to organize a tour for Board members of all the recently renovated facilities later in the fall.

ADJOURN 7:50 p.m.

Item No. 7**Page 1 of 5****Subject: CONTRACTS FOR APPROVAL****For: ACTION****Contact: Various****Attachments: None**

Contract No. 10-055**Project:** Healthy Start Community & Empowerment Projects**Contractor:** Visiting Nurse Services (VNS)**Background:** The Healthy Start Community & Empowerment Projects that are administered by VNS provide case management services for pregnant women and their children through age five.

Through this agreement, VNS will provide funding for salaries, benefits, and other expenses for two (FTE) SUCCESS/Way to Grow Case Managers positions. This funding will be used to offset the cost of six case managers serving pregnant women, young children and their families in the Findley, King, Moulton, Carver, McKinley and Capitol View attendance areas.

Case Managers will receive training from VNS, maintain care coordination, and conduct home visits with the intensity, frequency and duration of services provided in accordance with individual need. In 2009-2010, 115 children age five and under and 60 adults were served by the VNS Healthy Start Community & Empowerment Projects funding.

Outcomes reported for 2010 included:

- 1,491 total individuals were served with case management as follows:
 - 836 elementary students
 - 175 children age five and under (including 32 babies born)
 - 480 adults/parents
- 96% of families with children under six in Healthy Start/Empowerment had improved knowledge of parenting skills.
- 97% of babies born to mothers receiving case management services were born at or above normal birth weight.
- 100% of children age five and under receiving case management services were properly immunized.
- 100% of pregnant females received prenatal care

Item No. 7
Page 2 of 5**Financial:**

Revenues:	\$118,449
<u>Expenses:</u>	
Salaries	\$ 82,056
Fringe Benefits	\$ 34,466
Travel	\$ 1,927
Total Expenses	\$118,449

Funding Source: Visiting Nurse Services**Term:** July 1, 2010 to June 30, 2011**New or Renewal:** Renewal**Contact:** Bryce Amos and Jamie Gilley

(bryce.amos@dmps.k12.ia.us; 242-7660/jamie.gilley@dmps.k12.ia.us; 323-8600)

Contract No. 10-056**Project:** Information Literacy and Textbook Management System**Contractor:** Follett Software Company

Background: Funding for this project comes from the Microsoft School Settlement grant from the Iowa Department of Education. The project is designed to support efforts to implement the Iowa Core Curriculum in the areas of literacy and mathematics.

In order to select a solution to best meet the needs of Des Moines Public Schools, an RFP for an information literacy/library system was developed in collaboration with Heartland AEA. The resulting proposal for the Destiny Library Manager and Destiny Textbook Manager from Follett Software Company was selected as the solution best meeting the needs of the district. More information about these solutions can be found on the Follett Website at www.follettsoftware.com.

Financial:

Revenues:	\$397,117.06
Expenses:	\$397,117.06

Funding Source: Microsoft School Settlement**Term:** September 8, 2010 to June 30, 2012

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New or Renewal: New**Contact:** Dale VandeHaar
(dale.vandehaar@dmps.k12.ia.us; 242-7569)**Contract No. 10-057****Project:** Teaching American History Grant: *Project Clio***Contractor:** Gilder Lehrman Institute of American History

Background: Des Moines Public Schools has been awarded a five-year Teaching American History grant from the U.S. Department of Education in the amount of \$1,484,978. The focus of the grant is professional development to support teachers' use of inquiry, historical thinking, primary source documents, and instructional technology in elementary, middle school, and high school classrooms. The grant also supports teachers' increased content knowledge of American History. As required by the US Department of Education, DMPS has partnered with the Gilder Lehrman Institute of American History to provide instructional materials for history education, digital resources for students and teachers, professional development, and historians' visits during each year of the grant. The Gilder Lehrman Institute of American History is a nationally recognized non-profit organization dedicated to supporting the study and love of American history for students, teachers, scholars, and history enthusiasts.

Financial: Expenses: \$52,000**Funding:** to be paid from grant funds**Term:** 2010-2011 school year**New or Renewal:** Renewal**Contact:** Stefanie Rosenberg-Cortes
(stefanie.rosenberg-cortes@dmps.k12.ia.us)**Contract No: 10-058****Project:** Specialized School Health Services

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Contractor: Child Serve

Background: Several students attend Des Moines Public Schools that have significant health needs that warrant care by a 1:1 nurse. The care is continuously provided to the child both at home and during school. In the past, the school district has arranged and (in some cases) paid for the health care provided during transport to and from school and during the school day. Care has been coordinated with and provided by the home care agency serving the child in the home. Child Serve is presently providing service to a student attending one of our schools.

There are advantages in subcontracting with the home care agency provider versus the district hiring a nurse to provide the care. First and foremost, it is best for the child because care is coordinated by the same caregiver across the various settings. As a result the child's life is less disrupted. Secondly the district is only obligated to pay for the hours the child actually attends school. Since children with the complexity of health needs necessitating this level of service miss more school than other students, this would be a cost-saving move. Finally the liability for adverse outcomes of care is not totally assumed by the district.

Financial:

Revenues: None. If feasible and appropriate the district may be able to recover some of the cost for payment of these services through billing the services through the School Medicaid Direct Billing program.

Expenses: An hourly rate is established at \$45.00/hour.

Funding: American Disabilities Act/Special Education (SPED)**Term:** July 26, 2010 to June 9, 2011**New or Renewal:** Renewal**Contact:** Jean Phillips, Shelly Bosovich

(jean.phillips@dmps.k12.ia.us; 242-7618; shelly.bosovich@dmps.k12.ia.us; 242-7594)

Contract: 10-059**Project:** Orientation and Mobility Service Agreement**Contractor:** Des Moines Independent Community School District

Background: Iowa Braille and Sight Saving School provides orientation and mobility services to visually impaired students within the Des Moines Community School District.

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Financial: The Orientation and Mobility (O & M) Services will be provided at the rate of \$372.96 per day for an estimated 113.4 days for an estimated total cost of \$42,293.66. The number of days has been determined by the number of students identified as requiring O & M services and the level of services as stated on each student's Individualized Education Plan.

Funding Source: AEA Special Education Funds

Term: This contract is for the 2010-11 school year.

New or Renewal: Renewal

Contact: Shelly Bosovich

(shelly.bosovich@dmps.k12.ia.us; 242-7714)

Item No. 8
Page 1 of 3**Subject: AWARD OF CONTRACTS ON BID****For: ACTION****Contact: Various****Attachments: None**

Issue: Bids have been advertised, issued and received for various equipment items, supplies, and services as outlined below.

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

Background: The suggested bid awards and detailed information for each of the bids are as shown below.

Where cost comparisons are shown, they are merely a representative sample of the item on the bid, and are not intended to be all inclusive.

A. B6178 Physical Education Equipment

One Source	20 items	Polk City, IA	\$ 47,665.67
Push, Pedal, Pull	31 items	Clive, IA	\$ 36,585.08
Foundational Fitness	2 items	Middleton, WS	\$ 34,265.00
Gopher Sports	38 items	Owatonna, MN	\$ 21,124.13
Hopkins Sporting Store	10 items	Des Moines, IA	\$ 17,142.60
SCIFIT	2 items	Tulsa, OK	\$ 6,171.50
School Specialty	5 items	Norcross, GA	\$ 1,798.23
BSN Sports	2 items	Dallas, TX	\$ 1,716.00
S&S Worldwide	1 item	Colchester, CT	\$ 30.93
Total	111 items		\$166,499.14

Bids were examined by the purchasing department and physical education curriculum coordinator.

A complete tabulation of the bid is available for review.

58 bids were sent out; 13 bids were received, 4 no bid, 41 did not respond.

Funding: Funds are provided in: PEP Grant DWFITNESS.

Contact: Joey Townsell

(joey.townsell@dmps.k12.ia.us; 242-7631)

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B. B6186 High Efficiency Lighting — Various Schools

Engineering Electrical (3E) Des Moines, IA \$ 96,870.00

Bids were examined by the purchasing and facility management departments.

A complete tabulation of the bid is available for review.

31 bids were mailed, 14 bids were received, 17 no response

Funding: Funds are provided in the PPEL Account

Contact: Dave Silver

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

C. Q09-7213 Remanufactured Toner Cartridges

The Toner Place Grimes, IA Estimated Award \$ 25,000.00
\$ 25,000.00

The vendor has agreed to extend the contract terms/conditions and pricing from last year. The contract covers supplying the district with remanufactured toner cartridges. Toner cartridges are used and ordered for various office and classroom printing stations. Orders are entered by the individual sites as required using their individual printing accounts.

This is the first extension.

2009-2010 Expenditure \$ 24,950.00

Funding: Funds are provided in various individual printing accounts throughout the district.

Contact: Sheila Mason

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

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E. 5257-09 (Original Equipment Manufacturer's) OEM Grade Toner Cartridges

Dell Computer	Chicago, IL	Estimated Award	\$ 29,000.00
Koch Brothers	Des Moines, IA	Estimated Award	<u>\$ 64,000.00</u>
			<u>\$ 93,000.00</u>

The vendor has agreed to extend the contract terms/conditions and from last year. The contract covers supplying the district with original equipment manufacturer toner cartridges. Toner cartridges are used and ordered for various office and class room printing stations. Orders are entered by the individual sites as required using their individual printing accounts.

Funding: Funds are provided in various individual printing accounts throughout the district.

This is the first extension

2009-2010	Expenditure	-	Dell	\$ 28,751.84
2009-2010	Expenditure	-	Koch Bros.	\$ 64,024.10

Contact: Sheila Mason
(sheila.mason@dmps.k12.ia.us 242-7980)

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Subject: FINAL ACCEPTANCE OF FIRE SPRINKLER CONTRACT FOR JACKSON ELEMENTARY SCHOOL

For: ACTION

Contact: Bill Good
(harold.good@dmps.k12.ia.us 515-242-8321)

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 listed after the expiration of 31 days, subject to the conditions and in accordance with the provisions of Chapters 26 and 573 of the Code of Iowa.

SCHOOL: Jackson Elementary School – Bid No. 5213-09 Bid Package C

PROJECT: Fire Sprinkler

CONTRACTOR: Midwest Automatic Fire Sprinkler Company

CONTRACTED AMOUNT: \$ 60,880.00

CONTRACT BALANCE: \$3,044.00

Item No. 10
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**Subject: AWARD OF BID NO. B6179 — CAREER TECHNICAL CENTER
PHASE II CONNECTOR PACKAGE**
For: ACTION
Contact: BILL GOOD

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

Attachments: None

Issue: Award of contract for the connector project for Career Technical Center.

Superintendent's Recommendation: The superintendent recommends a contract for the base bid be awarded to the lowest responsive/responsible bidder, Bergstrom Construction in the amount of \$153,900.

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

Background: This project connects the Central Academy building and the Career Technical building with an elevated walkway.

- **Base Bid:** The work includes the construction of the new connecting walkway as well as miscellaneous renovations to the two buildings to make the connection.

The district received bids on August 31, 2010. The results are as follows:

Bidder	Base Bid
Bergstrom Constr. – DM, IA	\$153,900
DDVI – Albia, IA	\$174,000
Neumann Bros. – DM, IA	\$228,996
Rochon Corp – Urbandale, IA	\$245,000

Funding Source: Statewide Penny (Students First Program)

Item No. 11
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**Subject: AWARD OF BID NO. B6176 — WINDOW REPLACEMENT
COWLES MONTESSORI SCHOOL**
For: ACTION
Contact: BILL GOOD
Attachments: None

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

Issue: Award of contract for the window and door replacement project for Cowles Montessori School.

Superintendent's Recommendation: The superintendent recommends a contract for the Base Bid and Alternate 1 be awarded to the lowest responsive/responsible bidder, REEP, Inc. in the amount of \$277,989.

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

Background: This is one of the projects under the statewide penny funding. The work at Cowles will be divided into several individual bid packages.

- **Base Bid:** Replacement of the exterior windows and repairs/replacements of selected exterior entry doorways.
- **Alternate 1:** Change the doors to be replaced from hollow metal to fiberglass reinforced polyester doors.

The district received bids on August 24, 2010. The results are as follows:

Bidder	Base Bid	Alternate No. 1
REEP, Inc. – Baxter, IA	\$271,199	\$6,790
Two Rivers – WDM, IA.	\$317,373	\$6,453
Clark Glass – DM, IA	\$318,000	\$5,000

Funding Source: Statewide Penny (Students First Program)

Item No. 12**Page 1 of 4****Subject: AMENDMENTS TO THE RESTATED DES MOINES TEACHERS RETIREMENT SYSTEM (DMTRS) PLAN AND TRUST****For: ACTION****Contact: Patricia Schroeder****Attachment: None**(patricia.schroeder@dmps.k12.ia.us; 242-8527)

Issue: Amendment to the “RESTATED DES MOINES TEACHERS RETIREMENT SYSTEM PLAN AND TRUST,” as last restated and amended (the “Plan”), which have been approved by the Advisory Committee of the Plan (the “Advisory Committee”) in order to comply with applicable provisions of the Internal Revenue Code.

Superintendent's Recommendation: The superintendent recommends that the Board approve the recommendations of the DMTRS Advisory Committee on the following resolutions amending the Restated DMTRS Plan and Trust document.

Available for Questions: Patti Schroeder (CFO)

Background: The Plan has been submitted to the Internal Revenue Service for a determination of the qualification of the Plan under applicable provisions of the Internal Revenue Code. The Amendments to the Plan stated in the following Resolutions have been requested by the IRS in connection with their examination of the Plan.

Resolution No. 1

BE IT RESOLVED that Section 8.5 of the Plan shall be amended to read as follows:

Section 8.5 – Expenses of Plan. All legal, administrative and other expenses of the Plan shall be paid by the Trust except to the extent paid by the Employer in its discretion.

Resolution No. 2

BE IT RESOLVED that Section 4.4(k) of the Plan shall be amended to read as follows:

For any Limitation Year beginning prior to January 1, 2000, if the Employer maintains, or at any time maintained, a qualified Defined Benefit Plan covering any Participant in this Plan, the sum of the Participant's Defined Benefit Fraction and Defined Contribution Fraction will not exceed 1.0 in any Limitation Year. If the sum of the fractions exceeds 1.0, the

annual benefit provided under the Defined Benefit Plan will be reduced until the sum of the fractions equals 1.0.

Resolution No. 3

BE IT FURTHER RESOLVED that Section 5.12 of the Plan shall be amended by adding the following new subsection (c):

- (c) Certain Mandatory Distributions. Despite any provision of the Plan to the contrary, in the event of a mandatory distribution of an eligible rollover distribution greater than \$1,000, if the Participant does not elect to have such distribution paid directly to an eligible retirement plan specified by the Participant or to receive the distribution directly, the Plan Administrator shall pay the distribution in a direct rollover to an individual retirement plan designated by the Plan Administrator. A mandatory distribution is a distribution to a Participant that is made without the Participant's consent.

Resolution No. 4

BE IT FURTHER RESOLVED that Section 9.2(a) of the Plan shall be amended by adding the following sentence:

Upon the partial termination of the Plan or upon complete discontinuance of contributions to the Plan, the rights of all Participants to benefits accrued to the date of such termination or discontinuance, to the extent then funded, or the amounts credited to the Participant's accounts shall be nonforfeitable.

Resolution No. 5

BE IT FURTHER RESOLVED that Section 4.4(d) of the Plan shall be amended to read as follows:

- (d) For Limitation Years beginning before July 1, 2007, if there is an excess Annual Addition due to a calculation error, Employee After-Tax Contributions (if any), the allocation of Forfeitures (if any), or other facts and circumstances as determined by the Board, the Excess Amount will be corrected as follows:

Resolution No. 6

BE IT FURTHER RESOLVED that Section 3.3 of the Plan shall be amended by adding the following subparagraph after paragraph 3.3(b):

The Plan Administrator shall maintain a separate accounting of those Participants who consent to an increase in the effective rate for his or her Employer pick-up contributions and a separate accounting for those Participants who do not consent to an increase in the effective rate for his or her Employer pick-up contributions, in accordance with this Section 3.3.

BE IT FURTHER RESOLVED that Section 3.5 of the Plan shall be amended to read as follows:

The Plan Administrator shall maintain a separate accounting of those Participants who consent to an increase in the effective rate for his or her Employer pick-up contributions and a separate accounting for those Participants who do not consent to an increase in the effective rate for his or her Employer pick-up contributions, in accordance with this Section 3.5.

Resolution No. 7

BE IT FURTHER RESOLVED that Section 5.2 of the Plan shall be amended to read as follows:

- (a) A Participant who has completed at least four (4) Years of Service at the time of Separation from Service may elect to retain his or her entire Vested Account Balance in the Plan in accordance with paragraph (b) of this Section 5.2. Subject to the Participant's right of election under paragraph (b) of this Section 5.2, if any Participant shall cease to be an Employee by resignation or discharge, including any of the reasons stated in Section 2.3, or for any reason other than death, Disability or having attained Normal Retirement Age, the Board shall instruct the Trustee to distribute to the Participant in a lump sum the Vested Account balance in his Employer Pick-up Contribution Account and Employee After-Tax Contribution Account. Such lump sum distribution shall be paid within 30 days after the Participant ceases to be an Employee for any reason described in this paragraph (a). Upon payment of the lump sum distribution, the Participant's Employer Matching Contribution Account is forfeited and shall be allocated to and held as part of the Retirement Reserve Fund in accordance with the terms of this Plan.

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BE IT FURTHER RESOLVED that the first paragraph of Section 5.4(a) of the Plan shall be amended by adding the following sentence at the end thereof:

The Participant's Employer Matching Contribution Account shall be allocated to and held as part of the Retirement Reserve Fund in accordance with the terms of this Plan.

BE IT FURTHER RESOLVED that the Plan, as amended by the foregoing resolutions and in its restated form, shall be and remain in full force and effect and that the form and content of the restated Plan, the provisions of which are incorporated herein by reference, be and the same hereby are in all respects authorized, approved, and confirmed; that the Superintendent of the District is hereby authorized and directed to execute and deliver the Plan for and on behalf of the District in substantially the form and content presented to the Board; and that, upon execution and delivery of the Plan, the Superintendent is authorized and directed to do all such acts and things and to execute all such documents as may be necessary to carry out and comply with the provisions of the Plan as executed.

BE IT FURTHER RESOLVED that the Superintendent is further authorized and directed to instruct counsel to submit the Plan, as amended, in restated form and other necessary information and documentation to the Internal Revenue Service in accordance with applicable procedures published by the Internal Revenue Service for the purpose of requesting a determination that the Plan is qualified under applicable provisions of the Internal Revenue Code of 1986, as amended, and to complete such other actions on behalf of the District as shall be considered necessary or advisable for the qualification of the Plan.

Item No. 13**Page 1 of 3****Subject: PERSONNEL RECOMMENDATIONS****For: ACTION****Contact: Twyla Woods**
(twyla.woods@dmps.k12.ia.us; 242-7972)**Attachments: 10-037/10-038**

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

Background:**ELECTIONS - GENERAL EDUCATION**

Name	Class	Step	Effective Date	Amount
Beetner, Serena	5	1	08/19/2010	\$45,110

BA Coe College, Cedar Rapids, IA MA, Drake University, Des Moines, IA Address: Johnston, IA Assignment: Unassigned

Carter, Staci	1	1	08/19/2010	\$38,757
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BS Iowa State University, Ames, IA Address: Ames, IA Assignment: Carver/KDG

Cody, Kalyn	1	3	08/19/2010	\$38,757
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BA Luther College, Decorah, IA Address: West Des Moines, IA Assignment: Edmunds/Mathematic Leader

Dare, Kara	2	3	08/25/2010	\$32,148
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BA University Northern Iowa, Cedar Falls, IA Address: Des Moines, IA Assignment: McKinley (.6) Cowles (.2)/Art

Engelen, Mallory	1	1	08/23/2010	\$38,757
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BA Iowa State University, Ames, IA Address: Ames, IA Assignment: Carver/5th Grade

Fisher, Steven	1	1	08/24/10	\$38,757
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BA from Simpson College, Indianola, IA; Address/Norwalk, IA; Assignment, McCombs/Business.

Gerstel, Rachelle	2	10	08/26/2010	\$49,392
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BS Upper Iowa University, Des Moines, IA Address: Des Moines, IA Assignment: Downtown School/2-3rd Grade

Glas, Elizabeth	1	1	8/27/2010	\$38,757
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BA University of Northern Iowa, Cedar Falls, IA Address: Urbandale, IA Assignment: McKinley/Music(.6)/Hubbell(.2)

Gruber, Cari	1	1	08/19/2010	\$38,757
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BA Grandview University, Des Moines IA Address: Guthrie Center, IA Assignment: Capitol View/Kdg

House, Molly	5	14	09/07/10	\$66,686
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BS and MSE from Drake University, Des Moines, IA; Address/Des Moines, IA; Assignment, Secondary Literacy Coordinator/Curriculum (10 mo).

Kimberley, Jody	1	1	08/19/10	\$38,757
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BA from Upper Iowa University, West Des Moines, IA; Address/Urbandale, IA; Assignment, Weeks/Reading (.4), Language Arts (.4), Social Science (.2).

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Lindvall, Jenna	1	1	08/26/10	\$38,757
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BA from Drake University, Des Moines, IA; Address/Des Moines, IA; Assignment, Harding/Science.

Mertens, Carrie	1	3	08/26/2010	\$38,757
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BA University of Iowa, Iowa City, IA Address: West Des Moines, IA Assignment: King/Art

Mesicek, Kristine	5	19	08/23/2010	\$60,383
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BS/MS University of Iowa, Iowa City, IA Address: Ankeny, IA Assignment: Edmunds/Technology Educator

Miller, Kristin	3	7	08/23/2010	\$47,965
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BA Black Hills State University, Spearfish, SD MA University of Sioux Falls, Sioux Falls, SD Address: West Des Moines, IA, Assignment: Lovejoy/4th Grade

Mueller, Sharon	3	13	08/23/2010	\$26,105
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BA/MA University of Texas, Austin, TX Address: Des Moines, IA Assignment: Edmunds/Nurse (.5)

Oelman, Rebecca	3	5	08/23/2010	&45,110
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BA Central College, Pella, IA MA University of Phoenix, AZ Address: Prairie City, IA Assignment: McKinley/KDg

Puderbaugh, Amanda	1	1	08/19/10	\$38,757
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BA from Upper Iowa University, West Des Moines, IA; Address/Des Moines, IA; Assignment, Harding/In Class Reading.

Schmitt, Jessica	3	4	08/19/10	\$43,682
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BA from University of Northern Iowa, Cedar Falls, IA and MA from St. Ambrose University, Davenport, IA; Address/Urbandale, IA; Assignment, Middle Alternative Center at McKee/Transition Case Manager.

Schultes, Stephanie	1	4	08/25/2010	\$40,042
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BA Buena Vista, Council Bluffs, IA Address: Des Moines, IA Assignment: Willard/Kdg

Swett, Tyler	1	1	08/23/2010	\$38,757
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BA University Northern Iowa, Cedar Falls, IA Address: Johnston, IA Assignment: Cattell/PE

Tarin, Michael	1	1	08/19/10	\$38,757
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BA from Drake University, Des Moines, IA; Address/Des Moines, IA; Assignment, McCombs/Social Science.

Tilus, Benjamin	1	1	08/23/2010	\$38,757
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BME Drake University, Des Moines, IA Address: Johnston, IA Assignment: King/Music

West, Kristin	1	1	08/23/10	\$38,757
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BS from Grand View College, Des Moines, IA; Address/Pleasant Hill, IA; Assignment, Weeks/Reading (.5) and Language Arts (.5).

Worthington, Heather	2	11	08/24/2010	\$50,820
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BA University of Northern Iowa, Cedar Falls, IA Address: West Des Moines, IA Assignment: Edmunds (.6) Orchard Place (.4) Art

Yates, Elizabeth	3	8	08/23/2010	\$49,392
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BS/MA Truman State University, Kirksville, MI Address: West Des Moines, IA Assignment: King/1st Grade

Item No. 13**Page 3 of 3****ELECTIONS - SPECIAL EDUCATION**

Name	Class	Step	Effective Date	Amount
Heidemann, Nichole	3	8	08/30/10	\$49,392

BS and MA from Iowa State University, Ames, IA; Address/Ankeny, IA; Assignment, Student and Family Services/Support Teacher.

Mc Farland, Stephanie	5	14	08/19/10	\$61,026
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BA from University of Northern Iowa, Cedar Falls, IA and MSW from University of Iowa, Iowa City, IA; Assignment, McKee Education Center/Social Worker (.5) and Mitchell/Social Worker (.5).

Welsh, Destiny	1	1	09/07/10	\$38,757
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BA from University of Northern Iowa, Cedar Falls, IA; Address/Lansing, IA; Assignment, Smouse/Mental Disorders.

RESIGNATION

Name	School, Position	Effective Date	Reason
Boyd, Janet	Hoover, Science	08/18/10	Position out of district
Hornback, Phillip	Harding, Science	06/08/10	Teach position out of district
Jones-Shelton, Kristin	Early Access/Early Childhood Special Education	06/08/10	Personal
Middleswart, Jennifer	McCombs/Multicategorical	06/08/10	Teach position out of district

ADMINISTRATOR APPOINTMENT

Name	Position	Amount	Effective Date
Klein, Eric S.	Vice Principal, Hiatt	\$78,706 (to be prorated)	09/08/10

Masters Degree in Education/Educational Leadership Certification, Viterbo University, LaCrosse, Wisconsin, 2009. Bachelors Degree in Education/Geography, University of Iowa, 1996. Experience: School Improvement Leader, Hiatt Middle School, Des Moines Schools, 2009-present; Industrial Technology Education Teacher, Hiatt Middle School, Des Moines Schools, 2000-2009; Industrial Technology Education Teacher / Driver's Education Teacher, Southwest High School, San Antonio, Texas, 1996-2000; Address: Urbandale, Iowa.

tem No. 14

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Subject: APPOINTMENT OF CHARTER SCHOOL DIRECTOR**For: ACTION****Contact: Twyla Woods****Attachments: None**

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

Issue: Appointment of Charter School Director.**Recommendation:** The Charter School Advisory Board recommends the following candidate be approved for hire pursuant to Iowa Code Section 256F.4(2)(h).

Interviews were conducted by the following team:

Name	Title
Roger Brooks	The Community Foundation of Greater Des Moines
Alex Piedras	Grand View University
Gretchen Woods	NAACP
Paulette Wiley	Community Representative
Brittany Biscoe-White	Student
Berto Arias	Parent
Nichelle Smith	Parent
Carl Stamey	Scavo Campus Teacher
David Johns	Charter School Writing Team
Kittie Weston-Knauer	Charter School Project Manager
Cindy Flesch	Meredith Middle School Principal
Tom Mitchell	Human Resources Director, Des Moines Public School District

Dr. Nina Rasmusson: \$65,000**Experience:**

Partnership Director, Heartland Area Education Agency, Ames, Iowa	2007-present
Regional Coordinator, Northern Region, Heartland Area Education Agency, Johnston, Iowa	2006-2007
Associate Principal, Northview Middle School, Ankeny Community School District, Ankeny, Iowa	1998-2006
Coordinator, Learning Triangle Consortium, Clarion-Goldfield, Eagle Grove, Webster City Community School Districts	1997-1998
School-to-Work Coordinator, Clarion-Goldfield Community School District, Clarion, Iowa	1996-1998
Chairperson, School Improvement Committee, Clarion-Goldfield Community School District, Clarion, Iowa	1989-1995
Instructor, Medical Terminology Class, Iowa Central Community College, Eagle Grove, Iowa	1996-1998
Instructor, Personal Development Core, Grades 9-12, Family and Consumer Science, Grades, 8-12, Secondary Health, Clarion-Goldfield Community School District, Clarion, Iowa	1979-1998
Instructor, Secondary Family and Consumer Science, Valley High School, West Des Moines School District, West Des Moines, Iowa	1977-1979
Instructor, Secondary Family and Consumer Science, Magic City High School, Minot School District, Minot, North Dakota	1976-1977

Education:

Ed.D., Education Leadership, Drake University, Des Moines, Iowa	2006
Ed.S., Curriculum Leadership and Development, Drake University, Des Moines, Iowa	2001
M.A., School Administration, Drake University, Des Moines, Iowa	1993
B.S., Secondary Home Economics Education, Iowa State University, Ames, Iowa	1976

Item No. 15

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Subject: LIST OF BILLS FOR APPROVAL

For: ACTION

Contact: Patricia Schroeder

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

Attachments: None

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

Item No. 16

Page 1 of 1

Subject: PRELIMINARY PLANS FOR PHASE II CAREER TECHNOLOGY RENOVATIONS

For: INFORMATION

Contact: BILL GOOD

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

Attachments: None

Issue: Review of preliminary plans for Phase II of Career Technology renovations.

Presenters: None.

Background: As part of Students First/Statewide Penny, preliminary plans are now available for review. At an upcoming Board meeting, final plans and specifications will be formally presented for Board review and potential approval.

This project consists of the following:

Downtown School – renovation of portions of the first floor for the school.
Creation of an outside secure play area. Creation of a secure drop off/pick up areas for students.

Career Technology – renovation of portions of the second floor for culinary arts, multipurpose room, health career classrooms / lab and biotechnology classroom.

Support areas – renovation of portions of second floor for a new kitchen and commons area, new restrooms, new mechanical/electrical areas, and updated circulation spaces.

Connector link – an elevated walkway is being added between Central Academy and Career Technology. Will be bid as a separate project.

Funding Source: Statewide Penny (Students First Program)

Preliminary plans are available for review at the Operations Center, 1917 Dean.

Minutes

Ms. Boesen mentioned that one consequence of the renovations will be that the Board has to find new meeting space after its next scheduled meeting. She said that discussions are underway and she is hopeful that new arrangements will soon be disclosed.

Item No. 17**Page 1 of 3****Subject: PROPOSED CHANGES TO 700 SERIES****For: DISCUSSION/ACTION****Contact: Beth Nigut/Patricia Schroeder****Attachments: 10-039**(elizabeth.nigut@dmps.k12.ia.us; 242-7837/patricia.schroeder@dmps.k12.ia.us; 242-8527)

Issue: Proposed changes to the 700 series policies.**Presenters:** None. Beth Nigut and Patti Schroeder will be present to answer questions.**Superintendent Recommendation:** The superintendent recommends the proposed changes to the 700 series be approved.**Background:** According to Administrative Policy Series 200 Code 221, it is the responsibility of the superintendent or his/her designee to ensure that administrative policies are reviewed every five years and to bring any new or revised policies to the attention of the Board. The 700 and 800 series have been reviewed. There are no recommended changes to the 800 series. The attachment identifies the proposed changes to the 700 series. These proposed updates are primarily to maintain compliance with Iowa law and to bring the administrative policies in line with the Board's Management Limitations and Ends Statements.

Minutes

Ms. Nigut explained that periodic reviews of the Administrative Policy Series are undertaken not only for the reasons cited above, but also to ensure that they conform with actual current practice.

Ms. Buckton endorsed the proposed changes in general and asked the Board if the language re: budget planning shall be assumed to guide future budget development indefinitely or if it needs to be revisited annually.

Ms. Caldwell-Johnson said past practice has been to reevaluate budget parameters annually. She thinks budgeting parameters lead to a robust discussion on the Board every year and expects that will continue to be the case.

Ms. Strong said the starting point is always the CFO's presentation of the previous year's parameters to see if they still make sense in light of the context then current.

Ms. Buckton called attention to the proposed change in Code 741 re: consulting services provided by former district employees as a substantive one that deserves

some scrutiny. She wondered how the Board would be made aware in the event this code, as revised, was violated.

Ms. Nigut said that additional language can be added that explicitly calls for Board notification if it's deemed necessary.

Ms. Woods asked if this code applies to former employees hired back as interim holders of vacant positions at particular school buildings, for instance.

Ms. Nigut said the proposed change hadn't been drafted with that particular scenario in mind.

Ms. Caldwell-Johnson said the litmus test is whether or not an agreement constitutes the district entering into a contractual relationship since it is incumbent on the Board to approve all contracts that DMPS is a party to.

Ms. Nigut said that any sort of consulting agreement under the purview of Code 741 would routinely come to the attention of the Board as an item on the consent agenda and be ultimately subject to Board approval in that sense.

Ms. Buckton said if consulting services were ever paid for in the form of a simple bill or invoice there might be the chance that they would escape the Board's notice. Given that possibility she thought it may be a good idea to add the notification language to the proposed change.

Ms. Nigut reminded the Board of the \$25,000 threshold for contracts that must come before the Board, as per one of the Management Limitations included in the Board's Policy Governance model.

Ms. Buckton said maybe the notification language should be inserted there instead of in Code 741 of the Administrative Policy Series.

Ms. Strong said that she had a similar concern about Code 717 [Gifts, Grants and Bequests]. She thinks it's important that some provision be made for the Board to be made aware in any of those circumstances.

Ms. Caldwell-Johnson wondered if the recent decision not to participate in the federal "Race to the Top" grant competition would have been covered by Code 717.

Ms. Boesen said that it would not have because that process specifically required that the Board sign off on a school district's decision to enter or not.

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Ms. Caldwell-Johnson wanted to know if there are ever situations now where the district effectively accepts or turns down offers without the Board being aware.

Ms. Schroeder noted that the Superintendent's cabinet includes a Grant Advisory Committee which reviews any potential grants in excess of \$20,000 and either recommends them to the superintendent or not. She said one of the chief criteria is whether or not any potential grant is in accordance with the Graduate Ends.

Ms. Strong brought up Code 722 dealing with contracts. She thought perhaps the inclusion of a direct link to the referenced purchasing manual would be in the public interest and Ms. Nigut said that could certainly be done and was a good idea since the purchasing manual too is subject to review and update.

Ms. Strong suggested that perhaps the existing Facilities Advisory Committee could serve the purpose of the three-person committee called for in Code 740; section I.

Mr. Good confirmed that the Facilities Advisory Committee was not designed as a permanent, standing committee and as such could not be the agent of an ongoing Board adopted policy.

Ms. Nigut said she would incorporate the changes that had been agreed upon during the discussion into the overall proposal and re-present it at the Board's next meeting.

Ms. Strong suggested that, as a practical matter, there should be a funding threshold included in any requirement that the Board be notified of all gifts, grants and bequests to the district.

Ms. Woods noted that, in effect, all gifts, grants and bequests to the district are already disclosed to the Board in the sense that they are itemized in the budget reports.

Ms. Schroeder essentially agreed, but used the hypothetical example of a private donor's gifting a piano to an individual school to demonstrate that some things will escape the Board's notice if budget reports are relied upon as the sole means of notification.

Mr. Murphy noted that small private gifts to schools happen regularly. He said that is a good thing and not something that the Board needs to be apprised of in every single instance.

The consensus was that no formal requirement that the Board be notified of all gifts, grants and bequests is necessary in the revision of the 700 series.

Item No. 18**Page 1 of 2****Subject: REVIEW OF BOARD OFFICER ELECTIONS****For: DISCUSSION /ACTION****Contact: Board****Attachments: None**

Issue: Review of policy regarding Board Officer Elections.

Background: According to Administrative Policy Series 200; Code 205, the Board shall elect a chair and a vice chair to hold office for a term of one year. Recently, the law with respect to school board elections changed so that school board elections are held every other year as opposed to every year. The board will discuss whether to elect its officers annually, or biennially to coincide with the school board elections.

Minutes

Ms. Caldwell-Johnson said the related issue is succession; should the vice-chair in a given year automatically succeed an outgoing Board chairperson. This has not been the case in the past when the Board had to reorganize itself in the wake of annual elections. She said automatic succession does lend itself to continuity in Board leadership which she favors.

Mr. Murphy said it makes sense to have the Board's internal election of officers coincide with the biennial school board elections, especially if automatic succession is adopted. Otherwise, he said, there would be the risk of a vice-chair slated to become the chairperson being defeated in a bid for re-election to the Board and the leadership structure would fall apart.

Ms. Caldwell-Johnson agreed and added that biennial election of officers would permit a sort of training and grooming of members for Board leadership.

Ms. Strong pointed out that there is a provision in the Administrative Policy Series for emergency succession in the event a Board chair or vice-chair is unable to complete a term.

Ms. Woods moved continuation of the current practice of electing a chair and vice-chair on the Board for terms of one year. Second by Strong.

Ms. Boesen suggested the Board may want to schedule a future work session devoted to the question of tying the election of Board officers to the biennial election of Board members. She noted that since this year is the first one without a school board election the current Board has the luxury of some additional time to consider leadership structure.

Dr. Sebring pointed out that if the Board decides to hold its election of officers in years when there is a school board election and also provide for automatic succession of a vice-chair to chair, the result will be a decision on Board leadership for a period of the next four years.

Ms. Buckton commented that people's lives can change quite suddenly and, given the demands of a Board officer post, asking people to assume those for a two-year term might be excessive.

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

Nay: None

Motion carried