

DES MOINES PUBLIC SCHOOLS
REGULAR SCHOOL BOARD MEETING
BOARDROOM — 1800 GRAND AVENUE
MINUTES
OCTOBER 6, 2009

PUBLIC FORUM – 5:45 p.m.

The Board of Directors met in regular session on Tuesday, October 6, 2009, 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, October 6, 2009, in the boardroom at 1800 Grand Ave. Connie Boesen presiding.

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

APPROVAL OF AGENDA

Mrs. Woods moved to approve the agenda. Second by Murphy.

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

APPROVAL OF MINUTES

Ms. Caldwell-Johnson moved approval of the minutes of September 15, 2009, as amended, and approval of the minutes of September 22, 2009. Second by Woods.

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

DISTRICT RECOGNITIONS

Dr. Sebring introduced Jodi Lees-Wiser with the Target Corporation. Target donated \$10,000 to purchase playground equipment at the McKee Education Center and 50 employees from Target volunteered their time assembling the equipment, landscaping, and making many other improvements at the center. Dr. Sebring introduced Bill Good.

Mr. Good recognized 17 schools in the district that have received the ENERGY STAR® designation for energy conservation. The ENERGY STAR award is a joint program of the EPA and the United States Department of Energy.

CONSENT ITEMS – 6:15 p.m.

7. Contracts for Approval ----- 1

8. Award of Contract on Bid ----- 5

9. Hearing Impaired Equipment ----- 7

10. Reappointment of Audit Committee Member ----- 9

11. Appointment of Audit Committee Chairperson ----- 11

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16. Reach Out to Dropouts Event Update ----- 23

17. Monitoring Report for Management Limitation 2.2 —
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Mr. Murphy moved approval of the consent items including payment of bills, which he reviewed, and were previously authorized and certified by the secretary as paid in the amount of \$2,653,679.45 and unpaid bills in the amount of \$2,037,255.39. Second by Strong.

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

REQUESTS FOR INFORMATION – 8:50 p.m.

Mrs. Woods commented she is working with the apprenticeship programs and they have a video and poster to distribute to counselors at the schools and wants to know the best way to do that.

Ms. Boesen stated she would get that information.

SUPERINTENDENT’S REPORT – 9:00 p.m.

Dr. Sebring announced the district had received a letter from the United States Department of Education Office of Innovation and Improvement denying the district’s application for funds for the charter school program. She said the charter team is inquiring about the

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criteria used to deny the application. The Board will be updated as more information is available.

Dr. Sebring also discussed the subject of controversial subjects in school. She referenced President Obama's recent speech to students and asked the Board if they would like to have further conversation on this topic. She clarified it is not the district or the Board that decides whether a topic is controversial — it is the clients we serve. The district does not have the privilege of deciding if a subject is controversial.

Ms. Woods clarified if someone chooses not to have their student participate in a discussion, or activity, etc., they have that right.

Dr. Sebring stated the district asks school leaders to determine with their staff if a topic is age-appropriate, content-appropriate and sequence-appropriate. She used President Obama's speech as an example, because his speech was welcoming students back to school and our district had already been in session a couple weeks.

Ms. Strong moved the Board go into closed session pursuant to Iowa Code Section 21.5(j) to discuss the purchase of a particular piece of real estate where the premature disclosure could be reasonable expected to increase the price the governmental body would have to pay for that property.

Second by Woods.

ROLL CALL

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

ADJOURN – 9:10 p.m.

CLOSED SESSION – 9:15 p.m.

OPEN SESSION – 9:30 p.m.

ROLL CALL

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

Mr. Murphy moved to authorize Bill Good to move forward with the topic discussed in closed session. Second by Caldwell-Johnson.

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

Nay: None

Motion carried.

The meeting adjourned at 9:35 p.m.

Item No. 7**Page 1 of 3****Subject: CONTRACTS FOR APPROVAL****For: ACTION****Contact: Various****Attachments: None**

Contract No. 09-053**Project:** Student Teaching Agreement**Contractor:** St. Ambrose University, Luther College

Background: The Des Moines Public Schools has provided student teaching experiences for students from various colleges and universities for a number of years. College students are placed with teachers throughout the district for either a full or half semester. The individual teacher receives remuneration from the appropriate university. This agreement sets forth the general terms and conditions for placing college students in student teaching placements, pre-kindergarten through 12th grade.

Financial:

Revenues: None

Expenses: None

Term: Beginning July 1, 2009**New or Renewal:** New**Contact:** Celeste Kelling

(celeste.kelling@dmps.k12.ia.us; 242-7791)

Contract: 09-054**Project:** Special Education**Contractor:** Heartland AEA 11

Background: Each year the Des Moines Independent Community School District enters into an agreement with Heartland AEA 11 wherein the AEA reimburses the district the amount expended for authorized special education support personnel. The purpose of the agreement is to establish the terms and conditions under which the Des Moines school district will be provided support services from the AEA.

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The original contract was entered into February 16, 1981. The current contract began July 1, 2007.

Financial:

Revenues: \$14,339,040

Expenses: \$14,339,040

Term: One year**New or Renewal:** Renewal**Contact:** Shelly Bosovich

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

Contract: 09-055**Project:** Head Start**Contract:** Drake University Head Start

Background: The Des Moines Public Schools will maintain Head Start classrooms at Findley, Garton, King, Casady (two classrooms), Capitol View (two classrooms), Studebaker, Carver (2 classrooms), Willard, River Woods, Moulton, McKinley, Smouse, McKee (3classrooms) and Mann. The program provides comprehensive services to 454 preschoolers and their families following the federal Head Start performance standards, DHS licensing standards, Iowa Quality Learning Standards, the Iowa Quality Rating System, and the National Association for the Education of Young Children standards and guidelines. At least 10 percent of the preschoolers have identified special needs. The Head Start program has been a vital part of the Des Moines Public Schools and the community for nearly 40 years.

The School Board chairperson will appoint a member of the governing board to be a liaison between the Head Start Policy Committee and the School Board. This appointment shall continue until that member is no longer on the governing board or is replaced. Connie Boesen, School Board member, is currently the Board liaison to Head Start. The School Board delegates the Early Childhood Program Administrator to monitor and supervise all aspects of the Head Start Program as part of the job description.

Funded by the federal Head Start Program through Drake University.

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Financial:

Revenues: \$1,527,863

Expenses: \$1,527,863

Contact: Susie Guest

(susie.guest@dmps.k12.ia.us; 323-8612)

Contract: 09-056**Project:** Application for South Union, Park Avenue, Evelyn Davis Early Learning Academy, and McKee**Contractor:** Des Moines Public Schools**Background:** The Des Moines Public Schools will maintain Early Learning Center classrooms at South Union, Park Avenue, McKee Schools and Evelyn Davis Early Learning Academy with grant funding from Polk County Empowerment. These preschool centers will provide high quality preschool programs for families that meet income guidelines of 185 percent poverty. The programs provide quality comprehensive learning environments that enhance the social competence of children and families and have a strong literacy-based readiness program. These Early Learning Centers serve approximately 80 preschool students and their families.**Financial:**

Expenses: \$379,079.36

Revenues: \$357,079.36

Term: One year**New or Renewal:** Renewal**Contacts:** Susan Tallman/Susan Guest

(susan.tallman@dmps.k12.ia.us; 242-7725/susie.guest@dmps.k12.ia.us; 323-8612)

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Subject: AWARD OF CONTRACT ON BID

For: ACTION

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

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 allinclusive.

A. Bid 5265 for Food Service and Custodial Paper & Plastic

<u>Vendor</u>	<u>Location</u>	<u>No. of Item</u>	
Interboro Packaging	Montgomery, NY	1	\$ 1,134.00
Iowa Prison Industries	Mitchellville, IA	1	\$ 1,014.40
Central Poly	Linden, NJ	1	\$23,750.00
Sink Paper	Urbandale, IA	<u>1</u>	<u>\$20,616.00</u>
Total		4	\$46,514.40

The suggested awards are low bids meeting specifications.

Bids were examined by the Purchasing Department.

A complete tabulation of the bid is available.

Twenty-four bids were sent out; 17 bids were received; seven did not respond.

Funds are provided in account: 10-817101.

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

Item No. 9**Page 1 of 1****Subject: HEARING IMPAIRED EQUIPMENT****For: ACTION****Contact: Shelly Bosovich**
(shelly.bosovich@dmps.k12.ia.us; 242-7594)**Attachments: None**

Issue: Students with hearing loss in the Des Moines Public Schools benefit greatly from auditory amplification devices and supports. Due to the present FM equipment being outdated, well-worn and no longer under the service warranty period, students need new FM equipment with better and current technological advances to help the children hear better in their classroom.

Superintendent's Recommendation: The superintendent recommends the purchase of the new FM equipment.

Presenters: None

Background: After looking into several system providers, the Department of Special Education has selected the bid to work with Phonak, as they are the only FM providers who also ensure a warranty period covering loss and damage for school children. This new wireless FM equipment greatly improves the teacher's voice so students can both hear and understand the sound better.

This equipment will allow students who are hard of hearing to more fully benefit from teacher instruction and improve interaction with peers, which in turn will positively impact student learning and achievement.

The total cost of the new equipment is \$150,401.65. This cost will be paid by special education funds (DWSEARRAHD).

Item No. 10**Page 1 of 1****Subject: REAPPOINTMENT OF AUDIT COMMITTEE MEMBER****For: ACTION****Contact: Joseph Green**
(joseph.green@dmps.k12.ia.us; 242-7685)**Attachments: None**

Issue: Reappointment of Audit Committee member.**Superintendent's Recommendation:** The superintendent recommends the Board approve the re-appointment of Mr. Robert (Skeet) Wooten to the District's Audit Committee. Mr. Wooten would serve for a three-year term ending September 2012.**Presenter:** None**Background:** Board Policy Code 217, as revised, requires audit committee members to be appointed by the Board and guided by a Board-approved charter. The committee shall be comprised of up to five voting members, including:

1. One person who is a member of the Iowa Society of CPAs.
2. One person who is a member of the Institute of Internal Auditors.
3. One person who is a member of the business community.
4. Two members appointed at-large from the community.

The voting members serve three-year terms. New appointments shall be approved by the Board at the first meeting in October or as necessary. In addition, an appointee of the Board attends committee meetings as an ex-officio non-voting member.

The Audit Committee has reappointed Mr. Robert (Skeet) Wooten for another three-year term. He is a Financial Advisor with Wells Fargo Advisors, LLC and represents the business community. Mr. Wooten was originally appointed to the committee in 1999 and is a past chair of both the Audit Committee and the District Financial Advisory Committee.

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Subject: APPOINTMENT OF AUDIT COMMITTEE CHAIRPERSON

For: ACTION

Contact: Joseph Green
(joseph.green@dmps.k12.ia.us; 242-7685)

Attachments: None

Issue: Appointment of Audit Committee chairperson.

Superintendent's Recommendation: The superintendent recommends the Board approve the appointment of Mr. Ken Zinkula as the Chairperson of the District's Audit Committee. Mr. Zinkula would serve for a one-year term ending September 2010.

Presenter: None

Background: The Audit Committee was established by and operates under the authority of the Des Moines School Board Policy Series 200, Code 217. Under the Audit Committee Charter, the appointment of a chairperson shall be approved by the Board at the first meeting in October or as necessary.

The Audit Committee has appointed Mr. Ken Zinkula to be chairperson. He is a Fiscal & Policy Analyst with the Iowa Department of Revenue. Mr. Zinkula was originally appointed to the committee in 2001 and is a past chair of the committee. He is a Certified Public Accountant and a Certified Internal Auditor.

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Subject: PERSONNEL RECOMMENDATIONS

For: ACTION

Contact: Twyla Woods
(twyla.woods@dmps.k12.ia.us; 242-7972)

Attachments: None

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

Background:

ELECTIONS - GENERAL EDUCATION

Name	Class	Step	Effective Date	Amount
Burbridge, Stephanie	1	1	09/14/09	\$24,140

BA Iowa State University, Ames, IA Address: Des Moines, IA Assignment: River Woods/Kdg

Quick, Andrea	1	1	09/14/09	\$31,368
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BA Upper Iowa University, West Des Moines, IA Address: Des Moines, IA Assignment: Studebaker/1st grade

Williams, Jessica	1	1	09/14/09	\$31,368
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BA Iowa State University, Ames, IA Address: West Des Moines, IA Assignment: Stowe/1st grade

ELECTIONS - SPECIAL EDUCATION

Name	Class	Step	Effective Date	Amount
Wignall, Jack A.	2	1	10/12/09	\$29,043

BS from Iowa State University, Ames, IA; Address/Ankeny, IA; Assignment, Casady Alternative Center/Behavior Disabilities.

COACHING DIFFERENTIAL

School	Name	Position	Effective Date	Amount
Goodrell	Daugherty, Ryan	MS Boys Basketball	10/17/2009	\$1428.

COACHING RESIGNATION

School	Name	Position	Effective Date
Hoyt	Erickson, Kathleen	Intramural	09/09/2009
Roosevelt	Fernandes, Francisco	Head Girls Soccer	09/16/2009

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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. 14**Page 1 of 4****Subject: CHARTER SCHOOL APPLICATION BACKGROUND INFORMATION****For: DISCUSSION****Contact: Kittie Weston-Knauer**
(kittieknauer@aol.com; 243-0211)**Attachments: 09-049**

Issue: Further discussion regarding the Charter School application.

Superintendent's Recommendation: The superintendent recommends the School Board receive the information.

Presenters: Crista Carlile, Science Curriculum Coordinator and David Johns, Humanities Curriculum Coordinator.

Background: A group of community members, DMPS staff members and Kittie Weston-Knauer, a consultant to the district, have been meeting since March to plan and write a charter school application to be presented to the DMPS School Board for approval in October and the state of Iowa in December.

Crista Carlile and David Johns, district curriculum staff, and members of the Charter School writing team will present the Board with information regarding the teaching and learning plan for the proposed Charter School. This presentation will include examples of integrated curriculum and highlight what a typical day might look like for students of the Charter School.

Minutes

Speaker: Alan Young, DMEA President

Dr. Sebring, David Johns and Crista Carlile presented additional information on the Charter School Proposal. Their presentation focused on a typical day for a student attending the charter school.

Ms. Strong emphasized the importance of participation of students in the classroom and how the charter school depicts that type of learning environment.

Ms. Buckton questioned the administrative staff support and organizational support needed to be able to direct the level of volunteers.

Ms. Carlile stated there will be a director and administrative assistant of the charter school and there is also a directive that family members volunteer 40 hours yearly, in

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some capacity at the charter school. The director and administrative assistant will be responsible for coordinating the volunteer program.

Dr. Sebring commented the district is looking at applying for grant money to fund organizations such as AmeriCorps to do the volunteer recruitment.

Mr. Murphy commented on the daily schedule and asked how it would affect the students involved in co-curricular activities. He also asked the consequences of the student if the family members do not fulfill the volunteer requirement.

Kittie Weston-Knauer stated if a student does not have family members fulfilling that obligation, another adult from the community will be assigned to that student so he/she can attend the charter school. Absence of the traditional family in the student's life will not be a deciding factor in whether a student can continue to attend.

Ms. Caldwell-Johnson asked for clarification of the actual time students are required to be at school.

Mr. Johns and Ms. Carlile stated the school day would not begin until 9 a.m. but the optional time is available for teacher planning and activities for students who choose to participate.

Ms. Caldwell-Johnson shared her concern the presentation of the model schedule will not be clear to parents because of the language that is used. She stated it was important to parents that the presentation to them be translated into more clear terminology.

Ms. Weston-Knauer stated there would be more forums for parents to ask questions and understand the daily schedule of the charter school and explanations will be clear to parents.

Ms. Caldwell-Johnson questioned the hiring of the staff and asked if staff were already trained in this method of teaching.

Dr. Sebring stated that conversation has taken place. Hopefully there will be applicants who have had some experience in concept-based instruction. In addition, teachers at the charter school should be mission driven to help students who are not thriving in their present educational environment.

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There has to be very specific criteria around the kind of applicant we are seeking.

Mr. Murphy wanted clarification that the Board of the charter school will be doing the hiring of staff.

Dr. Sebring stated the charter school Board would select the director and the Board and director would work together to hire staff.

Mrs. Woods asked if students were required to have the same credits as students in a traditional school.

Ms. Carlile stated the charter team has applied for some waivers to look at credits differently.

Mrs. Woods asked how the charter model differed from the Future Pathways model.

Mr. Johns commented the age group and the role of teaming and collaboration around goals are two differences. Future Pathways pursues an individualized plan for each student based on their needs.

Dr. Sebring commented Future Pathways is not a diploma-granting institution and the charter school would be.

Ms. Link asked if students would still be required to take the ITBS.

Ms. Carlile confirmed that ITBS would be a requirement.

Dr. Sebring explained one of the monitoring points the district Board would have is oversight — making sure student achievement is accomplished.

Ms. Link commented there could be transportation issues with co-curricular activities unless these activities were only offered within the charter school building.

Dr. Sebring said one of the indicators of a student being a likely candidate for the charter school is disengagement from school activities. Co-curricular activities would not a priority in most cases, but if it became an issue, it is a problem that would be solved.

Ms. Link asked if the team has research to support students being successful using this type of curriculum.

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Mr. Johns replied that research shows much of the charter model is a model that Scavo is using and the concept of integrated curriculum is highly successful for high-risk and special education students.

Ms. Carlile concurred studies confirm this method of teaching is very successful among at-risk students.

Ms. Strong commented on a Board discussion earlier on the role of the advisory Board of the charter school, which states their role is to hire and supervise the director but could not find it stated anywhere who is responsible for the hiring of the teaching staff. She feels that is a detail that needs to be in the proposal.

Ms. Buckton commented on research that was referenced by Mr. Johns and Ms. Carlile on the success of this curriculum with at-risk students and stated the parent involvement component was not part of that piece. She shared her concern about returning a student to the regular school setting if the student excels in this environment and the family member is not doing their part, this does not become something that takes a student that is succeeding and puts them back in a system that was not serving them before.

Item No. 15**Page 1 of 2****Subject: CHARTER SCHOOL — PROPOSED CRITERIA FOR USE IN DETERMINING APPROVAL****For: DISCUSSION/ACTION****Contact: Kittie Weston-Knauer**
(kittieknauer@aol.com; 243-0211)**Attachments: 09-050**

Issue: Discussion and action regarding the criteria the Board will use to determine whether or not to approve the Charter school application.

Superintendent's Recommendation: The superintendent recommends the School Board approve the criteria presented in the attachment to this agenda item.

Presenters: None. Kittie Weston-Knauer, Dr. Nancy Sebring, Crista Carlile, Science Curriculum Coordinator, David Johns, Humanities Curriculum Coordinator, and Beth Nigut, in-house counsel will be present to answer any questions.

Background: State law requires a local School Board shall adopt criteria that will determine whether an application is approved or denied. Iowa law also sets forth the criteria that the Department of Education uses to determine whether or not an application that is presented to it will be approved or denied. The law gives a local board the ability to use the department's criteria as its own to use in determining whether or not an application should be approved. The proposed criteria identified in the attachment to this agenda item are taken straight from the criteria the Department of Education uses in making its determination. It is the position of the team working on the charter school application that for the sake of consistency and clarity, the Board use the same set of criteria as the department in determining whether or not to approve the charter school application.

Minutes

Speakers: Alan Young, DMEA President
Rossi Frith, 1229 15th Street

Beth Nigut, general counsel, stated the criteria presented are the same criteria the Department of Education uses when they review the charter application.

Mr. Murphy responded to Mr. Young's concern that charter teachers be under contract and have the option of becoming a member of DMEA. He felt the Board had discussed earlier that the charter staff would be hired under the same regulations as other district teachers.

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Ms. Nigut confirmed that Chapter 20 still applies to all teachers of the charter school. The charter school teachers would be employees just as teachers in the other schools as well.

Ms. Caldwell-Johnson wants clarity on selection of students and emphasized equity should be achieved.

Ms. Boesen suggested the Board forward any questions to Dr. Sebring so answers can be available at the next meeting.

Mr. Murphy moved to accept the scoring criteria form as presented. Second by Strong.

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

Nay: None

Motion carried.

Item No. 16**Page 1 of 1****Subject: REACH OUT TO DROPOUTS EVENT UPDATE****For: INFORMATION****Contact: Bryce Amos**
(bryce.amos@dmps.k12.ia.us; 242-7660)**Attachments: 09-051**

Issue: Updated results regarding the Reach Out to Dropouts event that was held on September 26, 2009.

Presenters: None; Bryce Amos will be available to answer any questions.

Background: On Saturday, September 26, 2009, the district and United Way of Central Iowa sponsored the first-ever Reach Out to Dropouts event. The attachment to this agenda item provides results as of September 26, 2009, including data about how many students enrolled on that date; how many students are obtaining their GEDs; how many scheduled an appointment or requested call back information, etc. We also will provide updated information, but thought it was important to provide the Board and public with the information gathered to date.

Minutes

Bryce Amos presented the results of the Dropout walk. He reported there are plans being developed with the Learning Supports Department to do re-engagement follow-up on a monthly basis and also have systems in place to intervene before students drop out.

Ms. Strong requested the Board be updated regularly on dropout numbers.

Ms. Caldwell-Johnson requested the Board be given a presentation at some point on all the dropout prevention efforts.

Mr. Amos stated next year the walk is scheduled for September 25, 2010, 9 a.m.

Item No. 17**Page 1 of 4****Subject: MONITORING REPORT FOR MANAGEMENT LIMITATION 2.2 —
TREATMENT OF FACULTY AND STAFF****For: ACTION****Contact: Twyla Woods**
(twyla.woods@dmps.k12.ia.us; 242-7679)**Attachments: 09-048**

Issue: Board Governance Policy 3.4 — Monitoring Superintendent Performance includes a schedule relative to monitoring reports that requires an annual monitoring report on Management Limitation 2.2 — Treatment of Faculty/Staff.

Superintendent's Recommendation: The superintendent recommends that the Board receive, discuss and take action on the annual monitoring report for Management Limitation 2.2 — Treatment of Faculty/Staff.

Background: The Board adopted Policy Governance on November 21, 2007, which included a schedule of monitoring reports. The Management Limitation 2.2 — Treatment of Faculty/Staff is included as Attachment 09-048.

Management Limitation 2.2 states: With respect to the treatment of volunteers and employees, the Superintendent shall not cause or allow conditions that are unsafe, unfair or unprofessional.

Accordingly, pertaining to staff, the Superintendent shall not:

1. Operate without a written personnel manual, approval by legal counsel, which clarifies personnel rules for employees, provides for effective and timely handling of complaints and grievances, and protects against wrongful conditions.
2. Retaliate against an employee for reporting to management or to the Board of Directors acts or omissions by personnel, management or the Board of Directors that the employee believes, in good faith and based on credible information, constitutes a violation of state or federal law or a governing policy of the Board.
3. Prevent staff from appealing a complaint to the board when (1) all internal complaint procedures have been exhausted and (2) the employee provides a substantive and credible allegation that Board policy has been violated. This policy does not apply to grievances as contemplated under the respective

collective bargaining agreements governing the Des Moines Education Association union and the American Federation of State, County, and Municipal Employees union as grievances under those contracts follow contractual provision and state law.

4. Fail to acquaint staff with this policy, and the Superintendent's interpretations of their protections under this policy.

Minutes

Speakers: Steve Barnes, 614 Virginia Ave.
Rossi Frith, 1229 15th Street
Alan Young, DMEA President

Ms. Caldwell-Johnson commented that timeliness and continuity of evaluations should be a part of this monitoring report in the future.

Ms. Strong recalled a discussion prior to this concerning expansion of this monitoring report. She suggested the Board have another discussion on this topic.

Twyla Woods reported there is a subcommittee looking at continuity of evaluations.

Ms. Caldwell-Johnson asked if evaluations were being done at this time.

Ms. Woods explained that every six months administrators are given a list from human resources that includes the names of all of their employees they are supervising, the date of their last evaluation and when their next evaluation is due. The same list is given to associate superintendents and they oversee those issues.

The Board requested an updated report on evaluations be available before the next monitoring report in one year.

Mr. Murphy asked that the results of evaluations of staff that meet district requirements also be made available. He questioned the results of the section of the report that indicates criminal mischief and asked whether that should be part of this monitoring report.

Ms. Woods rationale for inclusion in this report was it is in line under the section of safety in the district and the district security division.

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Mr. Murphy asked for clarification on the worker's compensation section.

Ms. Strong commented there needs to be clarification on what exactly the Board asks for and what is being presented. The Board will be receiving a notebook of monitoring reports and then after each meeting, they will be asked to make notations of information they would like to see on a specific report.

Mr. Murphy clarified the reported stated 3 percent of the employees are filing grievances. The figure should state .03 percent. He also referenced the summary of internal complaints and shared his concern about the 17 founded and 15 unfounded. He questioned whether they were sexual harassment, insubordination, etc. He would like a breakdown of that information and also a breakdown of the departments against which the grievances are being filed. He also noted that Civil Rights complaints were down to one this year and asked Ms. Nigut her opinion on why people file a complaint with Civil Rights when the district has a grievance process.

Ms. Nigut responded some staff members use the internal investigation complaint process and some file a Civil Rights complaint but employees do not do not use both processes.

Mr. Murphy also stated his concern about retaliation against those who file a complaint, not only employees but students as well.

Ms. Nigut confirmed the parties involved are informed during the internal investigative process that retaliation will not be tolerated.

Ms. Strong commented on inclusion of exit interviews and surveys in this monitoring report.

Ms. Buckton commented on the high school teachers stating they have good attendance but wanted to know if actual attendance figures reflect that.

Ms. Boesen suggested the attendance records be broken down into groups.

Dr. Sebring wanted to confirm the Board is requesting a report on evaluations within the next six months.

Ms. Link would like information on how principals are evaluated.

Ms. Buckton questioned the reference to the word "volunteers" in the fourth paragraph, however there was no mention of volunteers in the monitoring report.

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Ms. Strong clarified the Board previously made a change to separate the staff and volunteers and the reference to volunteers should not have been in the Board agenda item.

Ms. Woods confirmed that was an error and the reference to volunteers should have been removed.

Ms. Link moved to approve the monitoring report. Second by Strong.

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

Nay: None

Motion carried.