

DES MOINES PUBLIC SCHOOLS
REGULAR SCHOOL BOARD MEETING
CITY BOARDROOM — 400 ROBERT D. RAY DRIVE
MINUTES
OCTOBER 19, 2010

PUBLIC FORUM – 5:45 p.m.

The Board of Directors met in regular session on Tuesday, October 19, 2010, in the city hall boardroom at 400 Robert D. Ray Drive., Connie Boesen presiding.

Present: Boesen, Buckton, Link, Murphy, Strong, Woods
Absent: Caldwell-Johnson

Speaker: Loretta Siemans, 4710 Mills Civic Pkwy., West Des Moines, IA

REGULAR MEETING – 6:00 p.m.

The Board of Directors met in regular session on Tuesday, October 19, 2010 in the city hall boardroom at 400 Robert D. Ray Drive., Connie Boesen presiding.

Present: Boesen, Buckton, Link, Murphy, Strong, Woods
Absent: Caldwell-Johnson

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

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

APPROVAL OF MINUTES OF October 5, 2010

Ms. Buckton moved approval of the minutes of October 5, 2010. Second by Link.

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

DISTRICT RECOGNITIONS

Dr. Sebring introduced Harry Strong and recognized the Roosevelt Speech and Debate team, who have recently been recognized as one of the nation's Top 100 schools in speech and debate activities by the National Forensic League. Roosevelt ranks 87 out of over 3,000 schools nationwide. Students present for the recognition were: Michael Flannery, Taylor Yocom, Jamie Baer, Alex Lidgett, Aubrey Davidson.

CONSENT ITEMS – 6:10 p.m.

7. Architect Payments ----- 1
8. Construction payments ----- 3
9. Contract for approval ----- 5
10. Award of Contract on Bid ----- 7
11. Award of Contract on Bid Q6230 — Septic System Relocation,
North High School ----- 9
12. Final Acceptance of Bid No. B6125 — Student Drop Off for Cowles School ----- 11
13. Award of Bid No. B6201 Asbestos Abatement — Woodlawn Education Center ----- 13
14. Personnel Recommendations ----- 15
15. List of Bills for Approval ----- 17

Minutes

Mrs. Woods requested Item No. 13, Asbestos Abatement at Woodlawn Education Center be removed from the consent agenda and voted on individually due to the fact that the company awarded the bid was not located in the Iowa. She proceeded to move approval of the consent items including payment of bills previously authorized and certified by the secretary and reviewed by her as paid in the amount of \$1,718,997.08 and unpaid bills in the amount of \$3,788,804.81. Second by Strong.

Aye: Boesen, Buckton, Link, Murphy, Strong, Woods
Nay: None
Absent: Caldwell-Johnson,
Motion carried 6-0.

Ms. Buckton moved approval of Item No. 13, Award of Bid No. B6201 Asbestos Abatement — Woodlawn Education Center. Second by Murphy.

Aye: Boesen, Buckton, Link, Murphy, Strong
Nay: Woods
Absent: Caldwell-Johnson,
Motion carried 5-1

PUBLIC HEARINGS – 6:15 p.m.

16. Phase II General Package — Central Campus ----- 19
17. Hoover High School Communications Cable Upgrade ----- 21

OTHER — 6:17 p.m.

18. Monitoring Report for Management Limitation 2.3 — Financial Conditions and
Activities for the Quarters Ending June 30 and September 30, 2010 ----- XX

REQUESTS FOR INFORMATION — 6:25 p.m.

- Ms. Buckton suggested the Board create a timetable with a schedule of reports, budget dates, etc.
- Ms. Link requested an organizational chart.

CHAIR’S REPORT — 6:30 p.m.

Ms. Boesen said that she had been at the Mitchell Early Learning Center that morning along with Senator Tom Harkin who was instrumental in providing the funding that made the facility possible. She said the center is a much-needed addition to the district’s preschool program and a real asset to its neighborhood.

She also acknowledged that this would be the last meeting for Ms. Buckton who has resigned from the Board.

SUPERINTENDENT’S REPORT — 6:38 p.m.

Dr. Sebring mentioned the annual IASB conference and UEN banquet which will be held on November 17. She noted that Ms. Boesen will represent the Board at a work session that will be conducted that afternoon by author Tony Wagner dealing with the processes by which the Board developed the district’s Ends for student achievement. All Board members are welcome to attend. She also said that Board consultant Jim Hiatt will be in town for those events and available if the Board wishes to schedule some time with him.

ADJOURN 6:45 p.m.

Item No. 7
Page 1 of 2**Subject: ARCHITECT PAYMENTS****For: ACTION****Contact: BILL GOOD**

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

Attachments: None**Issue:** Payment of architect/engineer invoices.**Superintendent's Recommendation:** The superintendent recommends that the following architect/engineer payments be authorized.

<u>Architect/Engineer/Project</u>	<u>Percent Paid</u>	<u>Estimated Fee</u>	<u>Previous Payments</u>	<u>Current Payment</u>
<u>BCDM</u>				
Hoover Meredith Complex Architect App. 7 (SWP)	72%	\$299,500.00	\$208,160.00	\$7,074.00
<u>Gould Evans Goodman</u>				
Roosevelt High School Architect App 32 (LOSST)	91%	\$2,128,149.00	\$1,929,213.63	\$6,960.24
<u>OPN Architects</u>				
Howe Elementary School Arch. App. 10 (SWP)	85%	\$132,124.00	\$106,728.66	\$5,178.17
North High School- Arch. App. 9 (SWP)	77%	\$930,425.00	\$692,182.90	\$18,961.70
<u>RDG Planning & Design</u>				
Central Campus Architect App. 036 (LOSST)	96%	\$1,446,111.00	\$1,376,312.04	\$11,217.69
Madison Elementary School Architect App. 9 (SWP)	95%	\$112,800.00	\$95,417.54	\$11,742.46

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Career Tech – Phase 2 Architect App. 4 (SWP)	34%	\$600,000.00	\$166,533.78	\$35,019.01
Park Avenue Elem School Architect App. 9 (SWP)	95%	\$123,300.00	\$104,681.71	\$12,453.30
<u>Alvine Engineering</u>				
Mitchell School Architect App. 7 (SWP)	95%	\$114,000.00	\$102,144.00	\$6,156.00
Woodlawn Ed. Center Architect App 1 (SWP)	12%	\$140,625.00	\$0.00	\$16,875.00
<u>Taylor Ohde Kitchell</u>				
Program Management App. No. 118 (LOSST)	93%	\$19,351,769.00	\$17,746,089.97	\$162,263.59
			Total	\$293,901.16

Presenters: None**Background:** None

Item No. 8
Page 1 of 2**Subject: CONSTRUCTION PAYMENTS****For: ACTION****Contact: BILL GOOD**

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

Attachments: None**Issue:** Payment of contractor invoices.**Superintendent's Recommendation:** The superintendent recommends that the following contractor and supplier payments be authorized.

<u>Contractor</u>	<u>Percent Paid</u>	<u>Estimated Fee</u>	<u>Previous Payments</u>	<u>Current Payment Due</u>
<u>Larson & Larson</u> Roosevelt High School (LOSST) GC App. 17 Sealed Bid No. 5226-09	78%	\$17,838,136.00	\$13,529,279.91	\$273,697.73
<u>Edge Commercial</u> Hoover/Meredith (SWP) GC App 1 Sealed Bid No. B6169	6%	\$2,827,530.00	\$0.00	\$145,768.24
<u>Dean Snyder</u> North High School (SWP) GC App 1 Sealed Bid No. B6151	6%	\$7,277,839.00	\$0.00	\$405,686.10
<u>Bergstrom Constr.</u> Park Avenue Elem. (SWP) GC App 06 Sealed Bid No. B6066	94%	\$2,430,844.00	\$2,142,667.05	\$127,122.35
<u>Brocon Services</u> Wright Elem. School (SWP) GC App. 04 Sealed Bid No. B6085	95%	\$1,563,903.00	\$1,424,908.01	\$60,799.81

Item No. 8
Page 2 of 2**Cunningham Inc.**

Madison Elem. School (SWP) GC App. 07 Sealed Bid No. B6063	95%	\$2,163,415.00	\$1,902,450.62	\$127,058.52
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Munro Construction

Mitchell Learning Center (SWP) GC App. 06 Sealed Bid No. B6086	95%	\$1,318,825.00	\$1,230,493.20	\$22,390.55
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REEP, Inc

Wright Elem. School (SWP) GC App. 06 Sealed Bid No. B6024	95%	\$188,204.00	\$178,072.73	\$721.07
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North Windows (SWP) GC App. 3 Sealed Bid No. B6087	74%	\$902,683.00	\$216,350.30	\$444,672.84
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Robinson Brothers

North High School (SWP) GC App 1 Sealed Bid No. B6148	24%	\$163,089.00	\$0.00	\$38,912.00
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DDVI, Inc

Cowles Elementary (SWP) GC App. 03 Sealed Bid No. B6125	95%	\$141,400.00	\$126,492.23	\$7,837.77
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TOTAL \$1,654,666.98**Presenters:** None**Background:** None

Item No. 9

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Subject: CONTRACT FOR APPROVAL

For: ACTION

Contact: Susie Guest and Susie Tallman

Attachments: None

(susie.guest@dmps.12.ia.us; 323-8612/susie.tallman@dmps.k12.ia.us; 242-7725)

Contract No. 10-064

Project: Early Reading First PERK Project; Outside Evaluator

Contractor: McREL (Mid-continent Research for Education and Learning)

Background: The outside evaluator contracted previously for our DMPS Early Reading Project passed away in August. To fill this need we propose that McREL provide the project with outside evaluation services. These services include collecting, analyzing, and using data to guide decision making that will improve the quality of instruction and outcomes for the children in the DMPS Early Reading First PERK Project. The contract details the method of evaluation as well as the timeline of evaluation activities.

Financial:

Revenues: \$0

Expenses: \$48,000

Funding Source: Early Reading First

Term: October 20, 2010 through November 15, 2011

New or Renewal: New

Contact: Susie Guest and Susie Tallman

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

Item No. 10**Page 1 of 1****Subject: AWARD OF CONTRACT ON BID****For: ACTION****Contact: Todd Liston**

(todd.liston@dmps.k12.ia.us; 242-7832)

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. B6195 Security Cameras — Buses

Thomas School Bus**Des Moines, IA****\$ 30,370.00**

The suggested awards are low bids meeting specifications.

Bids were examined by the purchasing and transportation departments.

A complete tabulation of the bid is available.

9 bids were sent out, 4 bids were received, 5 did not respond.

Funding Source: Funds are provided in: 23DWBUSES - 0732

Contact: Todd Liston

(todd.liston@dmps.k12.ia.us; 242-7832)

Item No. 11
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**Subject: AWARD OF CONTRACT ON BID Q6230 — SEPTIC SYSTEM
RELOCATION NORTH HIGH SCHOOL**
For: ACTION
Contact: Bill Good

(harold.good@dmps.k12.is.us)

Attachments: None

Issue: Award of contract for the relocation of the North High School septic system to facilitate the levee reconstruction.

Superintendent's Recommendation: The superintendent recommends a contract for the project be awarded to the lowest responsive/responsible bidder, Gallon, Inc. in the amount of \$72,687.00.

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

Background: The septic system located near the 2nd Ave levee must be relocated in order for work to continue on the levee improvements.

The district received bids on August 23, 2010. The results are as follows:

Bidder	Bid
Gallon, Inc – Johnston, IA	\$ 72,687.00
REM McKinney – Waukee, IA	\$ 87,000.00

Funding Source: The city of Des Moines has funded this project.

Item No. 12

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**Subject: FINAL ACCEPTANCE OF BID NO. B6125:
STUDENT DROP OFF FOR COWLES SCHOOL**

For: ACTION

Contact: BILL GOOD
(harold.good@dmps.k12.ia.us : 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, subject to the conditions and in accordance with the provisions of Chapters 26 and 573 of the Code of Iowa.

SCHOOL: Cowles School

PROJECT: Student Drop Off

CONTRACTOR: DDVI

CONTRACTED AMOUNT: \$ 141,400.00

CONTRACT BALANCE: \$ 7,070.00

Item No. 13
Page 1 of 2
**Subject: AWARD OF BID NO. B6201 — ASBESTOS ABATEMENT
WOODLAWN EDUCATION CENTER**
For: ACTION
Contact: BILL GOOD
Attachments: None

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

Issue: Award of contract for the asbestos abatement project for Woodlawn Education Center.

Superintendent's Recommendation: The superintendent recommends a contract for the base bid and alternate 1 be awarded to the lowest responsive/responsible bidder Wheeler Contracting Inc. in the amount of \$166,800.00.

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 Woodlawn will be divided into individual bid packages.

- **Base Bid:** Removal of asbestos containing materials in flooring, windows, and mechanical systems.
- **Alternate 1:** Remove transite panels behind mechanical units.

Funding Source: Statewide Penny (Students First Program)

The district received bids on October 5, 2010. The results are as follows:

Bidder	Base Bid	Alternate No. 1
Wheeler Contr. Omaha, NE	\$164,800	\$2,000
Lindstrom Environ Plymouth, MN	\$165,000	\$3,000
Robinson Bros. Waunakee, WI	\$177,280	\$650
ICM Insulation Des Moines, IA	\$180,000	\$1,300
Bockman Inc Lincoln, NE	\$242,000	\$4,000
Mid Iowa Environ Des Moines, IA	\$327,705	\$3,600

Minutes

Mrs. Woods requested this item be pulled from the consent items and be voted on separately due to the fact the company that was awarded the bid is not located in Iowa.

Ms. Buckton moved approval of Item No. 13, Bid No. B6201 Asbestos Abatement — Woodlawn Education Center. Second by Murphy.

Aye: Buckton, Boesen, Link, Murphy, Strong

Nay: Woods

Absent: Caldwell-Johnson

Motion carried 5-1

Item No. 14

Page 1 of 1

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
Foell, Travis	1	1	10/18/10	\$40,817

BS from Iowa Wesleyan College, Mt. Pleasant, IA; Address/Ankeny, IA; Charter School/Science.

Jabbie, Leah	1	7	10/15/10	\$43,896
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BA from Simpson College, Indianola, IA; Address/Des Moines, IA; Weeks/Behavior Disorders.

Wilson, Aaron	1	1	10/18/10	\$38,757
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BA from University of Northern Iowa, Cedar Falls, IA; Address/Newton, IA; Roosevelt/Math.

LEAVE OF ABSENCE

Name	School, Position	Effective Date	Reason
Knutson, Barbara	McKee Education Center, ECSE (.5 of position)	11/01/10-08/19/11	Family responsibilities

RESIGNATION

Name	School, Position	Effective Date	Reason
Quick, Katrina	Weeks, Multicategorical	10/15/10	Personal
Reed, Katie	Goodrell, Language Arts	10/15/10	Personal
Sexton, Sarah	Mitchell, Preschool	10/13/10	Personal
Swihart, Sherry	Roosevelt, English	10/11/10	New position

DIFFERENTIAL

School	Name	Position	Effective Date	Amount
East	Graeber, Benjamin	Journalism	08/23/2010	\$2,855.
Hoover	Pilcher, Timm	Journalism	08/23/2010	2,855.
Lincoln	Sayes, Cynthia	Journalism	08/23/2010	2,855.
North	Alsip, Yvonne	Journalism	08/23/2010	2,855.
Roosevelt	Cundiff, Chris	Journalism	08/23/2010	2,855.

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 2****Subject: PHASE II GENERAL PACKAGE — CENTRAL CAMPUS****For: PUBLIC HEARING****Contact: BILL GOOD**

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

Attachments: None

Issue: Approval of the plans and specifications for the Phase II General Package for the Central Campus. Publication for the Public Hearing was included in the Des Moines Register on October 7, 2010.

Superintendent's Recommendation: The superintendent recommends that the Board approve the plans and specifications prepared by RDG Planning for the Phase II General Package for the Central Campus.

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

Background: Contract documents are being prepared in multiple bid packages by RDG Planning. The project has been reviewed with staff of both the Downtown School and Central Campus. The work includes:

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

Career Technology — renovation of portions of the second floor for culinary arts, a 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.

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

Funding: Statewide Penny (Students First Program)

Minutes

Ms. Boesen opened the public hearing. There being no speakers she closed the hearing and asked Dr. Sebring to introduce the matter.

Mr. Murphy moved approval. Second by Buckton.

Item No. 16

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Aye: Boesen, Buckton, Link, Murphy, Strong, Woods

Nay: None

Motion carried.

Item No. 17

Page 1 of 1

Subject: HOOVER HIGH SCHOOL COMMUNICATIONS CABLE UPGRADE

For: PUBLIC HEARING

Contact: BILL GOOD

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

Attachments: None

Issue: Approval of the plans and specifications for the communications cable upgrade for Hoover High School. Publication for the public hearing was included in the Des Moines Register on October 7, 2010.

Superintendent's Recommendation: The superintendent recommends that the Board approve the plans and specifications prepared by Alvine Engineering for the communications cable upgrade for Hoover High School.

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

Background: This project will upgrade the communication cable system throughout the academic areas of Hoover High School.

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

Funding: Statewide Penny (Students First Program)

Minutes

Ms. Boesen opened the public hearing. There being no speakers she closed the hearing and asked Dr. Sebring to introduce the matter.

Ms. Strong moved approval. Second by Murphy.

Aye: Boesen, Buckton, Link, Murphy, Strong, Woods

Nay: None

Motion carried

Item No. 18**Page 1 of 2****Subject: MONITORING REPORT FOR MANAGEMENT LIMITATION 2.3 –
FINANCIAL CONDITION AND ACTIVITIES FOR THE QUARTERS
ENDING JUNE 30, 2010 AND SEPTEMBER 30, 2010****For: ACTION****Contact: Nancy Sebring****Attachment: 10-043**

(superintendent@dmps.k12.ia.us; 242-7660)

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

Superintendent's Recommendation: The superintendent recommends that the Board receive, discuss and take action on the quarterly monitoring report for Management Limitation 2.3 – Financial Condition and Activities for the quarters ending June 30, and September 30, 2010.

Background: The Management Limitation 2.3 – Financial Condition and Activities Monitoring Report is included as Attachment 10-043. This report covers the quarterly period from April 1, 2009 to June 30, 2009 and from July 1, 2009 to September 30, 2009, unless otherwise stated.

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

Accordingly, the superintendent shall not:

1. Fail to provide quarterly summaries of the financial condition of the district.
Federal funding issues during the quarters ending June 30, and September 30, 2010, has made it difficult to pull together the quarterly summaries. Therefore, this part of the monitoring report will be presented at the November 2nd Board meeting.
2. Fail to settle district payroll obligations and payables in a timely manner.
3. Fail to implement prudent competitive quoting procedures for all facility improvement projects in an amount that meets or exceeds the competitive quote threshold as established by Iowa law.
4. Fail to implement prudent competitive bidding procedures for all facility improvement projects in the amount of \$100,000 or more.
5. Fail to implement prudent competitive procedures, including but not limited to RFPs, for purchasing products and securing contractual and professional services.
6. Obligate the district to contracts or expenditures greater than \$25,000.
7. Acquire, lease or dispose of real property.
8. Invest funds in securities contrary to state law.

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9. Allow tax payments or other governmental ordered payments or filings to be overdue or inaccurately filed.

Minutes

Dr. Sebring explained that the report will be delivered in two parts this year, due in part to the timing of the approval of some additional federal funding and the district's receipt of it. She noted that this is not the first time that relatively last-minute funding has complicated the preparation of this particular monitoring report and suggested that it might make sense to move it on the reporting calendar in the future.

Ms. Buckton sympathized with the district's business and finance staff in terms of the reporting implications arising from short-notice federal funding but said she thinks it's critical that the Board have all available financial data in a timely fashion. She said the budgeting process will be starting up again by the time the Board receives the rest of the monitoring report on financial activities.

Mr. Murphy wondered if the \$25,000 threshold for contracts requiring Board approval might be too low. He recalled that amount being rather arbitrarily established.

Ms. Boesen suggested that the Board might be better able to consider that issue once the entire report has been reviewed. She said any question of policy amendment should probably be considered separately rather than in the context of a particular report.

Ms. Buckton noted the distinction between thresholds for RFP's and contracts. She also remarked on the importance of transparency for the public regarding district expenditures as a factor in setting thresholds for Board approval. If an item is included in a Board agenda it is then also available for public scrutiny and input.

Mr. Murphy said he thinks the Board should schedule a discussion about the contract threshold. He has a possible concern that a lot of staff resources may be going into following the contract protocols for routinely purchased items and services at a time when the district is short-staffed.