

November 1, 2011, 2011

**DES MOINES PUBLIC SCHOOLS  
REGULAR SCHOOL BOARD MEETING  
BOARDROOM — 1800 GRAND  
MINUTES  
NOVEMBER 1, 2011**

**PUBLIC FORUM — 5:45 p.m.**

The Board of Directors held a public forum on Tuesday, November 1, 2011, in the boardroom at 1800 Grand; Teree Caldwell-Johnson presiding.

Present: Boesen, Caldwell-Johnson, Elsbernd, Howard, Link, Murphy, Sweeney  
Absent: None

Speakers: Shane P. Schulte, 1063 39<sup>th</sup> Street Elaine Wolf, Instructor Central Campus

**REGULAR MEETING — 6:00 p.m.**

The Board of Directors met in regular session on Tuesday, November 1, 2011, in the boardroom at 1800 Grand; Teree Caldwell-Johnson presiding.

Present: Boesen, Caldwell-Johnson, Elsbernd, Howard, Link, Murphy, Sweeney  
Absent: None

**APPROVAL OF AGENDA — 6:00 p.m.**

Ms. Elsbernd moved approval of the agenda; second by Boesen.

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

The motion carried, 7-0.

**APPROVAL OF MINUTES OF OCTOBER 18, 2011.**

Mr. Howard moved approval of the minutes of October 18, 2011; second by Link.

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

The motion carried, 7-0.

**DISTRICT RECOGNITIONS — 6:05 p.m.**

Dr. Sebring recognized 27 musicians from four DMPS high schools who were selected to participate in the All-State Music Festival on November 18-19 in Ames. Approximately 17% of the students who participated in regional auditions around the state were selected. The Festival Concert will be held at Iowa State University's Hilton Coliseum on November 19 and will be re-broadcast on Iowa Public Television on Thanksgiving Day, November 24, at 7:00 P.M and again on Sunday, November 27 at 5:30 P.M.

**CONSENT ITEMS — 6:10 p.m.**

7. Construction Payments -----	1
8. Approval of Contracts -----	3
9. Award of Contract on Bid -----	5
10. Final Acceptance of Contract, Brody Middle School -----	7
11. Final Acceptance of Contract, Madison & Park Avenue Elementary -----	9
12. Special Education Service Delivery Plan -----	11
13. Personnel Recommendations -----	13
14. List of Bills for Approval -----	15

**Minutes**

Ms. Boesen moved approval of the consent items including payment of bills previously authorized and certified by the secretary and reviewed by her and Cindy Elsbernd as paid in the amount of \$2,734,246.93 and unpaid bills in the amount of \$1,427,420.26; second by Murphy.

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

Nay: None

The motion carried, 7-0.

**OTHER — 6:10 p.m.**

15. Front Entry Renovations, Central Campus -----	17
16. Community Outreach/State Public Policy Group (SPPG) -----	19
17. Accreditation Update -----	21
18. Budget Update/Parameters -----	23
19. Monitoring Report ML 2.3, Financial Condition & Activities Quarter Ending September 30, 2011 -----	27
20. Monitoring Report ML 2.1.; Treatment of Students (Part 1) -----	29
21. Monitoring Report ML 2.1; Treatment of Public/Volunteers (Part 2) -----	31

**REQUESTS FOR INFORMATION — 7:50 p.m.**

Ms. Elsbernd asked for background on the district's benchmark testing program. There was a consensus to address that as part of the monitoring report[s] on student achievement, possibly in the form of a Board work session that would coincide with the report[s] schedule.

**CHAIR'S REPORT — 7:55 p.m.**

Ms. Caldwell-Johnson reminded the Board about College Prep Day, scheduled at Drake University's Olmstead Center for November 5 under the auspices of the NAACP. She also recapped the schedule of events for the UEN conference in Des Moines on November 16/17 and referred the Board to some recommended reading in advance of the conference. Lastly, she advised the Board that finalization of the district's legislative priorities for 2012 will be an item on the agenda for the next regular meeting on November 15.

**SUPERINTENDENT'S REPORT — 8:00 p.m.**

Dr. Sebring said the district had paid the membership fees for the Council of Great City Schools. She also informed the Board that several district high schools will be staging fine arts productions in the weeks ahead.

**ADJOURN — 8:02 p.m.**

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

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

**Attachments: None**

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**Issue:** Payment of contractor invoices.**Superintendent's Recommendation:** The superintendent recommends the following contractor and supplier payments be authorized.

<u>Contractor</u>	<u>Percent Paid</u>	<u>Estimated Fee</u>	<u>Previous Payments</u>	<u>Current Payment Due</u>
<b><u>REEP, Inc</u></b>				
Cowles Montessori (SWP)	100%	\$275,651.00	\$261,868.45	\$13,782.55
RETAINAGE RELEASE				
Sealed Bid No. B6176				
<b><u>Joiner Construction</u></b>				
Findley Elementary	100%	\$40,087.00	\$38,082.64	\$2,004.36
Drop Off (SWP)				
RETAINAGE RELEASE				
Quote No. Q6306				
Cattell Elementary	100%	\$47,084.00	\$44,729.80	\$2,354.20
Drop Off (SWP)				
RETAINAGE RELEASE				
Quote No. Q6307				
			<b>TOTAL</b>	<b>\$18,141.11</b>

**Presenters:** None**Background:** None



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**Item No. 8****Page 1 of 2****Subject: APPROVAL OF CONTRACTS****For: ACTION****Contact: Various****Attachments: None**

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**Contract No. 11-063****Project:** Student Teaching Agreement**Contractor:** University of Phoenix

**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 twelfth.

**Financial:**

Revenues: \$0

Expenses: \$0

**Term:** Beginning October 24, 2011**New or Renewal:** New

**Contact:** Thomas Mitchell, Director  
(thomas.mitchell@dmps.k12.ia.us; 242-7615)

**Contract No. 11-064**

**Project:** To review and approve contracts for 2011-2012 school year for transportation of non-public school students who reside within the Des Moines Independent Community School District.

**Contractor:** Accredited Non-Public Schools

**Background:** Iowa Code Section 285.1(14), states: "Resident pupils attending a non-public school located either within or without the school district of the pupil's

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residence shall be entitled to transportation on the same basis as provided for resident public school pupils under this section.”

Therefore, contracts with the accredited non-public schools are necessary to authorize and distribute the flow through funding received from the State of Iowa. The Des Moines Independent Community School District is responsible for coordinating reimbursements to the non-public schools for their transportation expenses and the parents who transport their children to and from non-public schools.

**Financial:**

Revenues: \$0

Expenses: \$0

**Term: 1 year**

**New or Renewal: New**

**Contact:** Todd Liston

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

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**Item No. 9****Page 1 of 1****Subject: AWARD OF CONTRACT ON BID****For: ACTION****Contact: Sheila Mason**  
(sheila.mason@dmps.k12.ia.us)**Attachments: None**

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**Issue:** Award of contract for trash can liners for Central Stores.

**Superintendent's Recommendation:** The superintendent recommends the contracts as shown be approved. Where cost comparisons are shown, they are merely a representative sample of the items on the bid, and are not intended to be all inclusive. Product will be ordered on an as needed basis. Trash Can Liners will be ordered monthly and stocked in Central Stores to be issued to the individual site throughout the school year.

**A. B6416 Trash Can Liners, October 2011 — April 2012**

Sink Paper Company	Urbandale, IA	3 items	<u>\$ 31,219.00</u>
Total		3 items	\$ 31,219.00

The complete bid tabulation is available online @  
<http://www.dmps.k12.ia.us/Departments/Purchasing/Bids.aspx>

48 bids were sent out, 10 bids were received, 3 no bid responses, and 35 no response

November 2010 – September 2011, \$ 32,345.00

**Funding Source:** Central Stores Account**Contact: Sheila Mason**  
(sheila.mason@dmps.k12.ia.us; 242-7980)



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**Item No. 10****Page 1 of 1****Subject: FINAL ACCEPTANCE OF CONTRACT — BRODY MIDDLE SCHOOL****For: ACTION****Contact: BILL GOOD**

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

**Attachments: None**

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

**SCHOOL:** Brody Middle School – Fire Sprinkler – Bid No. B6267

**CONTRACTOR:** Midwest Automatic Fire Sprinkler Co.

**CONTRACTED AMOUNT:** \$ 149,784.00

**CONTRACT BALANCE:** \$ 7,489.20



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**Item No. 11****Page 1 of 1****Subject: FINAL ACCEPTANCE OF CONTRACT — MADISON AND PARK  
AVENUE ELEMENTARY****For: ACTION****Contact: BILL GOOD**

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

**Attachments: None**

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

**SCHOOL:** Madison Elementary School — Windows – Bid No. B6025

**CONTRACTOR:** Swanson Glass Inc.

**CONTRACTED AMOUNT:** \$ 247,630.00

**CONTRACT BALANCE:** \$ 27,408.00

**SCHOOL:** Park Avenue Elementary School — Windows — Bid No. B66026

**CONTRACTOR:** Swanson Glass, Inc.

**CONTRACTED AMOUNT:** \$ 266,125.00

**CONTRACT BALANCE:** \$ 12,608.00



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**Item No. 12****Page 1 of 2****Subject: SPECIAL EDUCATION SERVICE DELIVERY PLAN****For: ACTION****Contact: Shelly Bosovich****Attachments: 11-044**

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

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**Issue:** Approval of the Special Education Service Delivery Plan**Superintendent's Recommendation:** The superintendent recommends the Board approve the Des Moines Public Schools Special Education Service Delivery Plan.**Presenters:** None

**Background:** The Iowa Administrative Rules of Special Education (Iowa Code, Title VII, Chapter 41) were revised in October 2007. Prior to this revision the State defined the special education service delivery models and school districts aligned their services accordingly. The Rules now require each district to create its own service delivery model for students aged 3 to 21 who are eligible for special education services and supports. This system of services must meet the requirements included in 41.408(2) of the Iowa code, including the following:

- “(1) The provision of accommodations and modifications to the general education environment and program, including settings and programs in which eligible individuals aged 3 through 5 receive specially designed instruction, including modification and adaptation of curriculum, instructional techniques and strategies, and instructional materials.
- (2) The provision of specially designed materials and related activities through cooperative efforts of special education teachers and general education teachers in the general education classroom.
- (3) The provision of specially designed instruction on a limited basis by a special education teacher in the general classroom or in an environment other than the general classroom, including consultation with general education teachers.
- (4) The provision of specially designed instruction to eligible individuals with similar special education instructional needs organized according to the type of curriculum and instruction to be provided, and the severity of the educational needs of the eligible individuals served.

The delivery system shall be described in writing and shall include the following components:

A description of how services will be organized and how services will be provided to eligible individuals consistent with the requirements of this chapter, and the provisions described in 41.408(2).

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- (1) A description of how the caseloads of special education teachers will be determined and regularly monitored to ensure that the IEPs of eligible individuals are able to be fully implemented.
- (2) A description of the procedures a special education teacher can use to resolve concerns about caseload. The procedures shall specify timelines for the resolution of a concern and identify the person to whom a teacher reports a concern. The procedures shall also identify the person or persons who are responsible for reviewing a concern and rendering a decision, including the specification of any corrective actions.
- (3) A description of the process used to develop the system, including the composition of the group responsible for its development.
- (4) A description of the process that will be used to evaluate the effectiveness of the system.
- (5) A description of how the delivery system will meet the targets identified in the state's performance plan, described in this chapter.
- (6) A description of how the delivery system will address needs identified by the state in any determination made under this chapter."

In 2009, Des Moines developed a Special Education Service Delivery Plan that was approved by the Board of Directors, the AEA and the Department of Education. Districts are required to review their delivery plans in connection with the 5-year accreditation cycle. Following the visit by the Department of Education this past spring, this plan has now been reviewed. On Oct. 4, 2011 the Board approved a committee to review the plan. Following the committee's review the plan was put out for public comment from October 13 through October 27. All comments have been carefully reviewed and incorporated into the plan.

A complete copy of the Des Moines Public Schools Special Education Service Delivery Plan is attached to this agenda.

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**Item No. 13****Page 1 of 1****Subject: PERSONNEL RECOMMENDATIONS****For: ACTION****Contact: Scott R. Mikesh****Attachments: None**

(scott.mikesh@dmps.k12.ia.us; 242-7972)

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

**Background:****ELECTIONS - GENERAL EDUCATION**

Name	Class	Step	Effective Date	Amount
Holcomb, Leah	1	1	10/27/2011	\$38,761 <i>prorated</i>

BA from Grand View University, Des Moines, IA; Address/Norwalk, IA; Hillis/3<sup>rd</sup>

O'Connor, Kayla	1	1	10/31/2011	\$19,380.50 <i>prorated</i>
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BA from Grand View College, Des Moines, IA; Address/Des Moines, IA; East/.5 Family and Consumer Science

Pearson, Lee	3	3	10/24/2011	\$42,259 <i>prorated</i>
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MA from Drake University, Des Moines, IA; Address/Des Moines, IA; Charter/21<sup>st</sup> Century /Special Education

Shaw, Debra	1	1	10/26/2011	\$38,761 (prorated)
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BA from University of Northern Iowa, Cedar Falls, IA; Address/Ankeny, IA; Samuelson/Kindergarten

Tensen, Tracy	4	13	10/25/2011	\$29,159 <i>prorated</i>
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MA from Iowa State, Ames, IA; Address/Des Moines, IA; East.5/Gear Up



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**Item No. 14**

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**Subject: LIST OF BILLS FOR APPROVAL**

**For: ACTION**

**Contact: Thomas Harper**

(thomas.harper@dmps.k12.ia.us; 242-7745)

**Attachments: None**

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



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**Item No. 15**

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**Subject: FRONT ENTRY RENOVATIONS — CENTRAL CAMPUS**

**For: PUBLIC HEARING/ACTION**

**Contact: BILL GOOD**

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

**Attachments: None**

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**Issue:** Approval of the plans and specifications for the Central Campus front entry renovations. Publication for the Public Hearing was included in the Des Moines Register on October 26, 2011.

**Superintendent's Recommendation:** The superintendent recommends the Board approve the plans and specifications prepared by RDG Planning for the front entry renovations at Central Campus.

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

**Background:** This project will renovate the main north and east entries to Central Campus. The work includes improvements to security, life safety, and ADA accessibility.

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

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

Minutes

Ms. Caldwell-Johnson opened the public hearing. There being no speakers she closed the public hearing and asked Dr. Sebring to introduce the item.

Mr. Murphy moved to approve the plans and specifications; second by Link.

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

The motion carried, 7-0



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**Item No. 16****Page 1 of 1****Subject: COMMUNITY OUTREACH/STATE PUBLIC POLICY GROUP (SPPG)****For: ACTION****Contact: Phillip.Roeder@dmps.k12.ia.us**  
(phillip.roeder@dmps.k12.ia.us)**Attachments: None**

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**Issue:** The Board and the district wish to conduct community outreach and receive community input in order to support planning efforts around the Graduate Ends as well as provide a needs assessment as part of the accreditation process.

**Background:** In 2007, the Board contracted with State Public Policy Group (SPPG) to assist with strategic planning and community outreach efforts. Among the work coordinated by SPPG were telephone surveys, electronic surveys, focus groups and community meetings, along with a final report and recommendations based on the findings. A result of this work contributed to the Board's development of the district's current graduate ends statement.

The Board wishes to conduct follow-up to the work that took place four years ago by gathering current information from stakeholders to assist with its future planning efforts, including the Graduate Ends, as well as with the district's needs assessment.

**Recommendation:** The Superintendent is directed to enter into an agreement with SPPG to conduct a continuation of their 2007 community outreach work, including a survey and meetings, and prepare a final report at a cost not to exceed \$38,750.

Minutes

Ms. Boesen moved approval of the recommendation; second by Link.

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

The motion carried, 7-0.



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**Item No. 17****Page 1 of 2****Subject: ACCREDITATION UPDATE****For: INFORMATION/DISCUSSION****Contact: Nancy Sebring/Tom Ahart****Attachments:****None**

(nancy.sebring@dmps.k12.ia.us; 242-7766/thomas.ahart@dmps.k12.ia.us; 242-7725)

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**Issue:** Every five years, the district undergoes an accreditation review performed by the Iowa Department of Education (DE). The district developed a compliance plan in response to the equity report issued by the DE in conjunction with the accreditation site review conducted in the spring of 2011.

**Background:**

The DE divides the equity report into seven distinct areas:

- I. Equity, Process and Procedures;
- II. School Improvement and the Educational Program;
- III. Access, Integration, and Inclusion;
- IV. Support Services and Accommodations for Special Populations (no areas of non-compliance);
- V. Employment, Personnel, and Advisory Committees;
- VI. Climate and Discipline;
- VII. Physical Education, Athletics, and Other Extracurricular Activities (no areas of non-compliance)

The report recognized many positive elements of the District and our programs, including our data-driven approach to assess the learning environment, student achievement and growth. Also, the report highlighted our commitment to serving an evolving, diverse student population, and the "Grow Your Own" program was identified as one successful tool used by the District to recruit and maintain teachers who reflect those we serve.

Areas to address include one Board policy (#601), which will need to be updated to explain the Board's commitment to multi-cultural, gender fair educational programs. An update of our Affirmative Action/Equal Employment Opportunity plan will also be undertaken. Additionally, we submitted our plan for facilities update/compliance with ADA requirements, and will review our enrollments in several areas to ensure diversity.

**Minutes**

Ms. Caldwell-Johnson asked if there is an administrative point person responsible for equity issues district-wide.

Dr. Sebring responded that there had been such a position but it was eliminated in the midst of the recent string of budget cuts. Since then equity issues have been addressed

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as a shared responsibility at the administrative level. She said the district's General Counsel is now coordinating the district's response to the specifics cited in the state accreditation report and will be responsible for ensuring compliance going forward.

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**Item No. 18****Page 1 of 3****Subject: BUDGET UPDATE/PARAMETERS****For: INFORMATION/DISCUSSION****Contact: Thomas Harper**

(thomas.harper@dmps.k12.ia.us; 242-8527)

**Attachments: 11-047**

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**Issue:** Development of the district's FY 2013 budget.**Recommendation:** The superintendent recommends the Board review the budgeting timeline and consider what its FY 2013 budget parameters should be.

#### Minutes

Ms. Caldwell-Johnson asked about the timeline for submission of budget recommendations from the citizen and employee advisory committees.

Dr. Sebring said they will begin to formulate those upon the Board's formal adoption of parameters for the FY 2013 budget. She added that preliminary discussions with the citizen's committee have considered the possibility of the committee holding its own public forums next spring before the next budget is adopted in mid-April. The hope would be that the committee might generate more community attendance and input than the Board has been able to in recent years by itself.

Mr. Murphy speculated the state may negate the two percent allowable growth rate in school funding approved for FY 2013 by the last general assembly if it forces districts to tap their reserves implementing Gov. Branstad's proposed education reform package which does not yet have a price tag.

Dr. Sebring said it's critical for districts to have rainy day funds to call upon in the event of events like state mandated across-the-board budget cuts and to pay the district's bills between the end of one fiscal year on June 30 and the first state disbursements of funds for the new fiscal year in October.

Mr. Harper, the district's Chief Financial Officer, advised a conservative approach in developing the FY 2013 budget since history suggests revenues tend to take three years to restore to prior levels following recessions.

Mr. Murphy noted the Board's Management Limitation requiring a 3% solvency ratio and 10% unspent spending authority is self-imposed and subject to suspension if deemed temporarily necessary.

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There was a consensus to broaden the parameter dealing with the citizens' committee to include the employees' committee and to solicit their input on budget matters generally as well as on tax questions specifically.

With regard to last year's emphasis on dropout prevention initiatives, Ms. Caldwell-Johnson wondered if funding for that purpose is typically earmarked or could be shifted to other areas.

Dr. Sebring said most of the DMPS dropout prevention effort is funded by grants dedicated for that express purpose. She added that many dropout prevention practices have become embedded in operations since their introduction and consequently don't need to be identified as a budget priority any longer. She also pointed out that renewal of Physical Plant and Equipment Levy (PPEL) and institution of the statewide penny tax gives the district two revenue streams that were either not available or were uncertain when some of the past parameters were adopted.

Mr. Murphy asked if approval of the state's request for a waiver of NCLB provisions might backfire in the form of lost federal funding.

Dr. Sebring said she is confident the Board does not need to consider that possibility as it develops its FY 2013 budget. She said there is a network of potential funding sources, both federal and private, to potentially offset any funding ramifications that might attach to an NCLB waiver.

Mr. Murphy said recent developments at North HS, which received a federal grant through No Child Left Behind (NCLB), suggest that money can indeed help solve school problems, contrary to what many believe.

Ms. Link said money combined with strong leadership is the most effective approach. The problem now is what to do about schools that have problems but aren't in enough trouble to qualify for special funding.

Dr. Sebring said it's too bad that some of the NCLB grants to the lowest-achieving schools can't be broken into smaller portions and spread amongst multiple schools.

Mr. Murphy encouraged the leadership of the unions that collectively bargain with the district on behalf of employees to begin now lobbying state and federal legislators for adequate school funding. He said it's too late to complain in April when the budget is adopted and the Board is left to do the dirty work made necessary by funding shortfalls.

Mr. Sweeney wondered why the Board doesn't just begin with the premise that it will have to revise downward its solvency ratio and level of retained spending authority.

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Mr. Harper advised against that approach.

Ms. Caldwell-Johnson said modification of those guidelines should be the last resort, not the first.

Ms. Boesen said they are already set comparatively low, at 3% and 10%, respectively.

Dr. Sebring suggested that emphasis on narrowing the achievement gap be added as a budget parameter.

There was a consensus to do so and to remove the focus on dropout prevention strategies.



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**Item No. 19****Page 1 of 2****Subject: MONITORING REPORT FOR MANAGEMENT LIMITATION 2.3 –  
FINANCIAL CONDITION AND ACTIVITIES FOR THE QUARTER ENDING  
SEPTEMBER 20, 2011****For: DISCUSSION/ACTION****Contact: Thomas Harper****Attachment: 11-043**

(thomas.harper@dmps.k12.ia.us; 242-8527)

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

**Superintendent's Recommendation:** The superintendent recommends the Board receive, discuss and take action on the quarterly monitoring report for Management Limitation 2.3 — Financial Condition and Activities for the quarter ending September 30, 2011.

**Background:** The Management Limitation 2.3 — Financial Condition and Activities Monitoring Report is included as Attachment 11-043. This report covers the quarterly period from July 1, 2011 to September 30, 2011, 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.
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.
9. Allow tax payments or other governmental ordered payments or filings to be overdue or inaccurately filed.

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**Minutes**

Mr. Howard asked about the protocol with regard to contract bids the district receives via telephone.

Mr. Harper said it is standard practice to maintain a telephone log as a means of documenting quotes received in that manner.

Mr. Howard asked if the bidding thresholds included in ML 2.3 are state-mandated or self-imposed.

Mr. Harper said they primarily stem from state procurement regulations.

Mr. Howard suggested they be reconsidered and perhaps lowered. He is concerned about the Board's cynicism in the community around cronyism as a factor in the letting of public contracts.

Mr. Murphy said the Board itself set the \$25K threshold for expenditure approval, halving it from the previous level.

Ms. Boesen said that Board purchasing and contracting is tightly regulated.

Ms. Caldwell-Johnson noted that a tutorial on purchasing and contracting is slated for placement on the Board's work session calendar.

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

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

The motion carried, 7-0.

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**Item No. 20****Page 1 of 2****Subject: MONITORING REPORT FOR MANAGEMENT LIMITATION 2.1 —  
TREATMENT OF STUDENTS/PUBLIC/VOLUNTEERS (PART I)****For: ACTION****Contact: Dr. Nancy Sebring/Bryce Amos**  
(superintendent@dmps.k12.ia.us; 242-7766)**Attachments: 11-046**

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

**Superintendent's Recommendation:** The superintendent recommends the Board take action on this portion (Treatment of Students) of the monitoring report for Management Limitation 2.1.

**Presenters:** Dr. Nancy Sebring/Bryce Amos

**Background:** The monitoring report on Management Limitation 2.1—Treatment of Students/Public/Volunteers has been received and considered comprehensively in the past but the Board and the superintendent agreed to separate it into distinct elements this year. The student portion of the report is attached.

#### Minutes

Ms. Boesen asked if data could be included in future versions of this report specific to the effect of the Community in Schools program. Also, she would like to see suspension data broken down by levels as follows: elementary, middle school, high school.

Dr. Sebring said some positions assigned to compile and maintain such breakdowns in the past were eliminated in recent years due to budget cuts but a newly hired data analyst will be drilling deeper into suspension numbers to produce the sorts of breakdowns Ms. Boesen mentioned.

Mr. Howard would like to see the suspension figures broken down by individual school.

Mr. Murphy suggested including some analysis of the roles and impacts played by various community groups that collaborate with the district in identifying and intervening with at-risk students.

Ms. Caldwell-Johnson wondered if it might also make sense to disaggregate suspension data according to gender. She reintroduced her idea from a previous meeting of convening a panel discussion with counterparts from other districts and agencies where a record of success in dealing with issues like disproportionality among

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demographic subgroups has been achieved and asked, in the meanwhile, if the recently added data analyst might provide an interim report to the Board early next semester. It was agreed that a preliminary report based on the criteria suggested during the discussion will be presented to the Board in February, 2012.

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

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

The motion carried, 7-0.

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**Item No. 21****Page 1 of 3****Subject: MONITORING REPORT FOR MANAGEMENT LIMITATION 2.1-  
TREATMENT OF STUDENTS/PUBLIC/VOLUNTEERS (PART II)****For: INFORMATION/DISCUSSION****Contact: Dr. Nancy Sebring/Bryce Amos****Attachments: 10-045**

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

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**Issue:** Board Governance Policy 3.4 — Monitoring Superintendent Performance includes a schedule that requires an annual monitoring report on Management Limitation 2.1 — Treatment of Students/Public/Volunteers

**Superintendent's Recommendation:** The superintendent recommends the Board receive and discuss this portion (Treatment of Public/Volunteers) of the monitoring report for Management Limitation 2.1.

**Presenters:** Dr. Nancy Sebring/Bryce Amos

**Background:** The Management Limitation 2.1- Treatment of Students/Public/Volunteers has been received and considered comprehensively in the past but the Board and the superintendent agreed to separate it into distinct elements this year. The public/volunteer portion of the report is attached.

#### Minutes

Ms. Elsbernd thought the report begged various questions such as: What is the frequency of volunteer visitations at schools as well as the raw number of them? Can the data regarding percentage of schools that have active PTA be specific as to which do/do not? What sorts of things are school business partners being asked/assigned to do?

Mr. Murphy wondered why not all schools had participated in the survey from which the report was generated.

Dr. Sebring said a concerted effort has been made during her tenure to more actively engage the community in the schools. What may have been overlooked in the process, she said, is development of an effective instrument for measuring people's perception of the treatment received when they are engaged.

Ms. Boesen said the most important thing for parents to do is properly prepare their children to attend school; not necessarily to come to school themselves.

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Dr. Sebring said she had attended a meeting earlier that day of area superintendents at which Jason Glass, Director of the Iowa Dept. of Education, disclosed that the state is examining formal ways of redefining the proper role of parents in public schools.

Ms. Boesen said DMPS has a unique challenge in effectively engaging its substantial ELL community because of the language barrier.

Mr. Howard asked if the district maintains guidelines relative to who is welcome to participate as a school volunteer.

Pat Lantz, General Counsel for the district, said there are guidelines as to who may have access to individual students in the role of parent, custodian or caretaker, but nothing explicit regarding who is welcome to come into the schools as a volunteer and on what terms.

Mr. Sweeney asked about the process by which individual schools affiliate with community business partners. He noted that some schools have multiple partners and others have none.

Dr. Sebring said there is no formal process that ensures at least one partner for each school although attempts are ongoing to secure at least one per building. She mentioned that it might be worth doing to more formally define what is expected of business partners that do step forward.

Ms. Boesen suggested the Board might want to become more involved in identifying and approaching prospective corporate partners for schools.

Ms. Caldwell-Johnson asked if this particular report was using a different set of data points than in past years.

Dr. Sebring said yes, as the district's data collection capabilities evolve so does the potential for data extraction.

Ms. Caldwell-Johnson questioned whether the type of information currently included in this report is the best available to the Board as it monitors conditions in the areas the report is supposed to address.

Dr. Sebring said this report has been more from the perspective of what is the community doing to help the schools than vice versa. She said there are many services that schools in urban districts like Des Moines must provide if they are to be effective besides just educating children and redesigning this report from that standpoint will paint a more accurate picture of how the district and the community interact.

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Mr. Murphy suggested tweaking ML 2.1 might help elicit the type of report the Board actually needs and wants to see. There was a consensus to take that up as a Board at a future work session.

Ms. Link said in a perfect world each school would have a designated staff person whose sole job would be to act as a community liaison.