

**DES MOINES PUBLIC SCHOOLS
REGULAR SCHOOL BOARD MEETING
AND WORK SESSION
MULTIPURPOSE ROOM
1800 GRAND AVENUE
MINUTES
OCTOBER 21, 2014**

PUBLIC FORUM—5:45-5:48 P.M.

1. Chair Elsbernd called the public forum to order on Tuesday, October 21, 2014.
2. Present: Barron, Boesen, Caldwell-Johnson, Elsbernd, Howard and Sweeney
Absent: Cheatom

Speaker: Sara Osterloh, 2730 Lynner Dr., elementary school recess

REGULAR MEETING—6:01 P.M.

3. Chair Elsbernd called the October 21, 2014, meeting of the Des Moines Public Schools Board of Directors to order.
4. Present: Barron, Boesen, Caldwell-Johnson, Elsbernd, Howard and Sweeney
Absent: Cheatom

APPROVAL OF AGENDA—6:02 P.M.

5. Mr. Howard moved approval of the agenda; seconded by Ms. Boesen.

Aye: Barron, Boesen, Caldwell-Johnson, Elsbernd, Howard and Sweeney
Nay: None
Motion passed 6-0.

APPROVAL OF MINUTES — 6:02 P.M.

6. Minutes for the meeting of October 7, 2014, were moved for approval by Ms. Caldwell-Johnson, seconded by Mr. Sweeney.

Aye: Barron, Boesen, Caldwell-Johnson, Elsbernd, Howard and Sweeney
Nay: None
Motion passed 6-0.

Minutes for the special meeting of September 23/October 15, 2014, were moved for approval by Ms. Caldwell-Johnson, seconded by Ms. Boesen.

Aye: Barren, Boesen, Caldwell-Johnson and Sweeney
Nay: None
Abstain: Elsbernd, Howard
Motion passed 4-0-2

DISTRICT RECOGNITION — 6:03 P.M.

Dr. Ahart stated there is an increased emphasis on STEM education and DMPS received one of the state’s first STEM grants last year for the STEM Academy at Hoover and a tech camp has been held at Central Campus the past two summers which has a strong robotics element. Team Cloud 9, the robotics squad from Roosevelt was introduced. This student-driven group is hard at work on their robotics building season before the competition season begins. Junior and Team Captain Will Gunderson; Physics Teacher John Galli; students Jack Romp, Jack Nagla, Connor Gilbreath, Connor Johnson, as well as Sam and Matthew who represented the two new Roosevelt teams were present. Will Gunderson provided information on how the program started, what the students learn, the requirements for competition, programming and building their robot, and opportunities for scholarships. The team is sponsored by four companies: Rockwell-Collins, John Deere, a Sample of Orange from California, and Stout Sign Company from St. Louis. The first step in building their robot is building the drive train which they brought with them. Unfortunately, they came without a charged battery. He stated there are programs at Roosevelt and North, but would like to see this offered at all the Des Moines high schools. The teams need funding to expand; access to a shop and power tools, welding equipment, and woodworking tools; a way to make contributions tax deductible for prospective donor companies; and recognition to help expand participation.

Board members offered the DMPS Foundation as a resource for tax-deductible contributions.

CONSENT ITEMS — 6:16 P.M.

7. Architect Payments	1
8. Construction Payments	3
9. Contract for Approval	5
10. Final Acceptance of Bid No. B6937 Harding Elevator Addition	6
11. Change in Purchase Order Amount, Environmental Edge, Central Campus Asbestos Abatement, Quote Q6964	7
12. Change in Purchase Order Amount, Environmental Edge, Lincoln RAILS Asbestos Abatement, Quote Q6928	8
13. Personnel Recommendation	9
14. List of Bills for Approval	10

Minutes

Mr. Sweeney moved that the board approve the consent items including bills previously authorized and certified by the secretary and approved for payment by the board chair in the amount of \$1,435,284.35 and unpaid bills in the amount of \$3,493,942.27; seconded by Ms. Boesen.

Aye: Barron, Boesen, Caldwell-Johnson, Elsbernd, Howard and Sweeney

Nay: None

Motion passed 6-0.

PUBLIC HEARING AND ACTION— 6:18 P.M.

- 15. Adjusted Calendars for Downtown Elementary School and Edmunds Elementary School..... 11

OTHER — 6:19 P.M.

- 16. United Way Annual Partner Report..... 12
- 17. Des Moines Public Schools Formal Hiring Process 13
- 18. Elementary Schools..... 16
- 19. Preliminary Plans for McKee Education Center20

ITEMS OF PRIVILEGE —7:38 P.M.

- 20. Chair’s Report

Ms. Elsbernd read a letter to the editor that she has written to The Des Moines Register regarding the East High School football issue with IHSAA.

- 21. Superintendent’s Report

Dr. Ahart stated on Wednesday, at Drake University, the National Journal is sponsoring a panel discussion on immigration and education. A number of DMPS staff will participate in the discussion. The National Journal recently published a story highlighting the effectiveness of the district’s approach to facing these educational challenges.

Thursday night at 5:45, the board and community is invited to Williams Stadium for the rescheduled EHS Seniors Night and the sophomore football game against Ankeny Centennial.

There was an internet rumor circulating on Thursday afternoon last week of possible gun violence at East on Friday. East administration and the Des Moines Police Department acted swiftly to investigate and ensure there was no threat to student safety, which was communicated to all parties involved regarding the football game scheduled on Friday night. Ames offered alternatives of playing Friday night at Ames or at Williams Stadium on Saturday afternoon. Ames later consulted with the Iowa High School Athletic Association who gave DMPS the same two options offered by Ames or forfeiting the game. Following much intense discussion with several people, Dr. Ahart felt absolutely confident that Williams Stadium would be safe for everyone on Friday night and, ultimately, chose to forfeit. This was bigger than a football game or East High—this was about our community not taking second place to anyone. Personal thanks go to Coach Schoon, his coaching staff and all the Scarlett players for handling the situation with grace and class. A resolution was reached late this morning with the IHSAA. We can now focus on defeating Sioux City North on Friday night to compete in the playoffs next week. He will pursue changes in the IHSAA policies and seek a student-to-student meeting with Ames High School to make the most of this learning opportunity.

Finally, appreciation is shared for the support of the school board and for the overwhelming support received from the metro area and around the state. He could

not be prouder to be a member of the Des Moines Public Schools' team than he was on Friday after speaking with the football team.

ITEMS OF PRIVILEGE FROM OTHER BOARD MEMBERS

Ms. Caldwell-Johnson was appreciative of the letter by Ms. Elsbernd and the work of the superintendent and his staff. She noted that neither the IHSAA nor the Iowa Girls Athletic Union policies address social media. They both have a policy statement dealing with anonymous calls, emails and letters pertaining to member schools which puts the authority in the hands of the superintendent of that district. They took our authority away. A section dealing with suspension or postponement of contests only deals with weather. We need to demand a total and complete review of their policies; and, as a board, we should author a letter to them based on our experience. Critically important is their respective board of control. The list for the boys' union does not include any urban school district so we have no voice at the table. As a board, we need to support the work of our staff and administration and need to take a stand.

When he first heard about the situation, Mr. Howard felt sadness for the kids at East and for the community and mad because we're painted with a broad brush. This caused undue hardship to the community and the city of Des Moines which is unacceptable. There is a very negative perception across the state of the city of Des Moines and the Des Moines schools. It's time for us to be proactive and ensure there is representation on boards from urban districts in the state. The East High community and kids handled it with real integrity.

Ms. Boesen is an East High alum and current Eastsider, and feels the superintendent did the right thing. She can't be more proud of the team, the coaching staff and what the school has had to go through to prove that we are good and you shouldn't be afraid to come to the stadium. It was an insult not only to East High, but to the eastside community and to the whole Des Moines community. Please wear your red and black and support the Scarlets on Thursday night. Football generates a lot of revenue for the school's sports for the year and that deficit will be hard to make up. The East High School Alumni Foundation is one of the strongest in the state and issues \$135,000 in scholarships to seniors every year.

Mr. Barron stated that for all elected officials, trust and accountability are essential to doing a job well, and there is a need for a greater accountability for the actions of the Iowa High School Athletic Association. Trust was sadly lacking between the districts. There was no reason to believe the superintendent of the Ames district or any district would put their children at risk. Likewise, they should have the trust that Tom Ahart and Steve Johns and everyone associated with this decision would never put any of our kids at risk by playing a game in unsafe conditions. The way the kids have handled it so far is a point of education for anyone in our community.

He also noted that there has been one less board member for a couple of months. Pastor Cheatom is doing quite well following some heart issues and is in rehab now. He does expect to be back soon.

October 21, 2014

Pat Sweeney expressed his appreciation for the team and Dr. Ahart. How they assessed the situation was the right thing to do. It is also appreciated that the superintendent has turned this into a learning activity.

Dr. Ahart talked with the players about the East High motto “For the Service of Humanity” and helping to make Des Moines stronger by making a courageous decision, and they did it with aplomb.

ADJOURN — 7:58 P.M.

WORK SESSION — 8:20 – 10:30 P.M.

Directors present: Barron, Boesen, Caldwell-Johnson, Elsbernd, Howard and Sweeney.
Absent: Cheatom

The board received Revolve computers and training. They also discussed board committee assignments, commencement assignments and identified early childhood as their legislative priority.

Item No. 7

Page 1 of 2

Subject: ARCHITECT PAYMENTS

For: ACTION

Presentation: None

Contact: Bill Good
(harold.good@dmschools.org; 242-8321)

Attachment: 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>Wells + associates</u>				
Van Meter Add. / Renovation Architect App. 1 (SWP)	12%	\$249,650.00	\$0.00	\$29,958.00
Moore Elementary School Architect App 7 (SWP)	68%	\$298,120.00	\$185,430.64	\$17,290.96
<u>OPN Architects</u>				
Merrill Middle School Architect App. 17 (SWP)	90%	\$94,040.00	\$82,200.76	\$2,379.08
<u>Alvine Engineering</u>				
Lincoln RAILS Architect App. 12 (SWP)	92%	\$273,200.00	\$241,099.00	\$11,064.60
<u>RDG Planning and Design</u>				
Central Campus Phase 4 Architect App. 11 (SWP)	76%	\$463,175.00	\$339,722.65	\$13,679.87
Park Avenue '70s Renovation RETAINAGE RELEASE (SWP)	100%	\$96,250.00	\$91,042.89	\$5,207.11
Central Campus Phase 3 RETAINAGE RELEASE (SWP)	99%	\$312,741.00	\$308,832.00	\$3,909.00

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Studio Melee

River Woods Addition Architect App. 6 (SWP)	75%	\$66,200.00	\$48,034.00	\$1,674.00
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Smouse School Renovation Architect App. 3 (SWP)	26%	\$179,000.00	\$28,640.00	\$18,616.00
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KPE Engineers

McKee Education Center Architect App. 2 (SWP)	38%	\$103,600.00	\$19,062.00	\$20,025.00
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Angelo Arch. Associates

Aviation Facility Architect App. 4 (SWP)	65%	\$147,500.00	\$43,100.00	\$52,200.00
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TOTAL				\$176,003.62
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Presenters: None**Background:** None**Contact:** Bill Good

Item No. 8

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Subject: CONSTRUCTION PAYMENTS

For: ACTION

Presentation: None

Contact: Bill Good
 (harold.good@dmschools.org; 242-8321)

Attachment: 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</u>
<u>Dean Snyder Construction</u>				
Lincoln RAILS Renovation (SWP) GC App. 10 Sealed Bid No. B6808	94%	\$6,802,882.00	\$6,013,943.65	\$376,545.80
<u>Koester Construction</u>				
Central Campus Phase 4 GC App. 6 (SWP) Sealed Bid No. B6948	67%	\$4,522,336.00	\$2,109,464.57	\$918,105.36
<u>Rochon Corporation</u>				
Casady Education Center GC App 12 (SWP) Sealed Bid No. B6776	95%	\$7,728,406.00	\$7,304,561.31	\$37,424.39
<u>DDVI Inc.</u>				
Merrill Middle School Addition (SWP) GC App. 7 Sealed Bid No. B6832	84%	\$1,470,096.00	\$1,007,328.74	\$225,416.71
<u>Bergstrom Construction</u>				
Harding Elevator GC App. 6 (PEEL) Sealed Bid No. B6937	95%	\$360,513.00	\$331,446.45	\$11,040.90

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Edge Commercial

Central Campus Elevator GC App 1 (PPEL) Sealed Bid No. B7015	8%	\$387,700.00	\$0.00	\$31,358.12
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Schamweber Inc.

Monroe Boiler Replacement GC App. 1 (PPEL) Sealed Bid No. B7023	80%	\$173,000.00	\$0.00	\$138,731.35
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AJ Allen Mechanical

North High (SWP) GC App. 5 Sealed Bid No. B6939	93%	\$2,983,077.00	\$2,573,121.55	\$188,623.45
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Swanson Glass

Hiatt Windows GC App. 4 (SWP) Sealed Bid No. B6882	87%	\$599,700.00	\$500,783.00	\$22,990.00
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Pro Commercial LLC

River Woods Addition GC App. 2 (SWP) Sealed Bid No. B7037	5%	\$1,299,333.00	\$29,774.90	\$31,935.20
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TOTAL				\$1,982,171.28
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Presenters: None**Background:** None**Contact:** Bill Good

Item No. 9

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Subject: CONTRACT FOR APPROVAL

For: ACTION

Presentation: None

Contact: Wilma Gajdel
(wilma.gajdel@dmschools.org; 242-7937)

Attachment: None

Superintendent's Recommendation: The superintendent recommends the contract listed below be approved.

Contract No. 14-050

Project: Polk County Juvenile Detention Center and Youth Emergency Services & Shelter

Contractor: Des Moines Public Schools

Background: Heartland AEA administers the Title I Neglected and Delinquent Programs at the Polk County Juvenile Detention Center and Youth Emergency Services & Shelter utilizing funds allocated to DMPS from the Iowa Department of Education for Title I Neglected and Delinquent Programs. The population served at the Polk County Juvenile Detention Center includes students in grades 5-12 who need assistance in reading and math, and who are placed by the courts into the Detention Center. The population served in the Youth Emergency Services & Shelter includes students in grades K-12 who need assistance developing academic skills in reading and math and who reside in the Shelter facility.

Financial:

Revenues: \$0

Expenses: \$33,272 for services at Polk County Juvenile Detention Center and \$59,373 for services Youth Emergency Services and Shelter

Funding Source: Title I Neglected and Delinquent Funds

Term: One year

New or Renewal: Renewal

Contact: Wilma Gajdel, Director of Federal Programs
(wilma.gajdel@dmschools.org; 242-7937)

Item No. 10**Page 1 of 1****Subject: FINAL ACCEPTANCE OF BID NO. B6937 HARDING ELEVATOR
ADDITION****For: ACTION****Presentation: None****Contact: Bill Good**
(harold.good@dmschools.org: 242-8321)**Attachment: 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: Harding Middle School
PROJECT: Elevator Addition Project
CONTRACTOR: Bergstrom Construction Inc.
CONTRACTED AMOUNT: \$360,513.00
CONTRACT BALANCE: \$18,025.65

Item No. 11**Page 1 of 1****Subject: CHANGE IN PURCHASE ORDER AMOUNT, ENVIRONMENTAL EDGE, CENTRAL CAMPUS ASBESTOS ABATEMENT, QUOTE Q6964****For: ACTION****Presentation: None****Contact: Bill Good****Attachment: None**

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

Issue: A change in a construction agreement where the cost increase is greater than 15% of the original agreement requires approval of the board of directors.

Superintendent's Recommendation: The superintendent recommends that the board approve the current change in the Environmental Edge purchase order on the Central Campus 4th floor asbestos-abatement project which exceeds fifteen percent of the original purchase order amount.

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

Background: The district received quotes on April 15, 2014, for the project. The award was made to Environmental Edge as it was the low quote in the amount of \$19,995.00. During the course of demolition and asbestos abatement, additional asbestos was discovered. Also, general contract work on third and fifth floor required removal of asbestos not covered in the original asbestos abatement scope of work. The work was completed immediately in order to avoid delays in the concurrent renovation project. Additional work totaled \$45,691.00 and this additional work exceeds the 15% threshold that requires board approval. The total dollars spent for asbestos abatement will be within the dollar amount budgeted for asbestos abatement on this project.

Contact: Bill Good

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Subject: CHANGE IN PURCHASE ORDER AMOUNT, ENVIRONMENTAL EDGE, LINCOLN RAILS ASBESTOS ABATEMENT QUOTE Q6928

For: ACTION

Presentation: None

Contact: Bill Good
(harold.good@dmschools.org; 242-8321)

Attachment: None

Issue: A change in a construction agreement where the cost increase is greater than 15% of the original agreement requires approval of the Board of Directors.

Superintendent's Recommendation: The superintendent recommends that the Board approve the current change in the Environmental Edge's purchase order on the Lincoln RAILS asbestos removal project which exceeds fifteen per cent of the original purchase order amount.

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

Background: The district received quotes on February 20, 2014, for the project. The award was made to Environmental Edge as it was the low quote in the amount of \$53,400.00. The award of quote was approved by the board of directors on March 11, 2014. During the demolition and asbestos abatement process, additional asbestos-containing materials were discovered in various areas including asbestos not exposed until after demolition. The work was completed immediately in order to avoid delays in a concurrent renovation contract. Additional work in the amount of \$29,463.79 was identified and this additional work exceeds the 15% threshold that requires board approval. The total dollars spent for asbestos abatement will be within the dollar amount budgeted for asbestos abatement on this project.

Contact: Bill Good

Item No. 13**Page 1 of 1****Subject: PERSONNEL RECOMMENDATION****For: ACTION****Presentation: None****Contact: Dr. Anne Sullivan****Attachment: None**(anne.sullivan@dmschools.org/242-7763)

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

ELECTIONS

Name	School, Position	Effective Date
Alexander, Adam	Howe, 1 st grade	10/13/2014

Item No. 14**Page 1 of 1****Subject: LIST OF BILLS FOR APPROVAL****For: ACTION****Presentation: None****Contact: Thomas Harper**
(thomas.harper@dmschools.org/242-7745)**Attachment: None**

Issue: A list of previously paid and unpaid bills will be reviewed by one of the directors prior to the meeting who may randomly or specifically select various entries for detailed review with Business and Finance staff. Such director will make a motion for action to be taken by the board at the meeting.

Item No. 15

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Subject: ADJUSTED CALENDARS FOR DOWNTOWN ELEMENTARY SCHOOL AND EDMUNDS ELEMENTARY SCHOOL

For: PUBLIC HEARING/ACTION

Presentation: None

Contact: Susan Tallman

Attachment: None

(susan.tallman@dmschools.org/242-7725)

Issue: Request permission from the board to seek a waiver from the Iowa Department of Education (DOE) for continued innovative learning calendars at Downtown Elementary School and Edmunds Elementary School.

Superintendent's Recommendation: The superintendent recommends the board validate that the public hearing was held and authorize the waiver request for the 2015-2016 school year calendar for the Downtown Elementary School and Edmunds Elementary School.

Presenters: None, Susan Tallman will be available to answer questions.

Background: The DOE requires calendar waivers for individual schools to be submitted to their office during the preceding school year.

Funding Source: N/A

Minutes

The public hearing was opened at 6:18 p.m. With no speakers, the public hearing was closed at 6:18 p.m.

Mr. Barron moved approval of the public hearing, seconded by Ms. Boesen.

Aye: Barron, Boesen, Caldwell-Johnson, Elsbernd, Howard and Sweeney

Nay: None

Motion passed 6-0.

Item No. 16**Page 1 of 1****Subject: UNITED WAY ANNUAL PARTNER REPORT****For: INFORMATION****Presentation: Verbal****Contact: Tom Ahart****Attachment: 14-061**

(thomas.ahart@dmschools.org/242-7766)

Issue: The United Way of Central Iowa wishes to make a presentation to the DMPS board, as it does annually at the conclusion of the annual investment cycle.

Superintendent's Recommendation: The superintendent recommends the board receive the United Way of Central Iowa presentation.

Presenters: Mary Sellers and a United Way of Central Iowa board member

Background: The United Way of Central Iowa staff and board of directors would like to take the opportunity to thank the DMPS board of directors and staff for DMPS's efforts that contribute to making a significant impact on the community in which we work and live.

Minutes

Mary Sellers and Kate Bennett from United Way were present. Ms. Sellers stated that in 2009 United Way shifted to a collective-impact focus and strategically invests in programs shown through research to forward the community. A report card was distributed to show progress on common goals with the Des Moines Public Schools.

One goal was to cut by half the number of HS students not graduating on time. To be successful in the 20 schools in Polk, Dallas & Warren counties they work with, the graduation rate would have been 91.7% and that was met. The national graduation rate is roughly 66%. Their new goal for 2020 is now 95%.

Another goal is for students to succeed in the early grades. Almost 25% of students are not at grade-level reading by fourth grade. United Way focuses on this goal by funding after-school programs, coordinating volunteers to read in early learning centers, and advocating at the Capitol.

Their efforts in the areas of financial and physical health for members of the community are also important to the success of students. Additional information on their goals, progress and programs can be found on their website.

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Subject: DES MOINES PUBLIC SCHOOLS FORMAL HIRING PROCESS

For: DISCUSSION

Presentation: PowerPoint

Contact: Dr. Anne Sullivan

Attachment: 14-063

(anne.sullivan@dmschools.org/242-7763)

Issue: The Des Moines Public Schools formal hiring process.

Superintendent's Recommendation: The superintendent recommends the board discuss the Des Moines Public Schools formal hiring process.

Presenters: Dr. Anne Sullivan/Tiffany O'Hara

Background: This presentation is an overview of the Des Moines Public Schools formal hiring process with information about Human Resources department goals and processes that support overall hiring.

Minutes

Dr. Sullivan believes the first step in improving student achievement is through hiring great teachers and support staff. Major functions of Human Resources are recruiting, hiring, onboarding, training, retaining staff, exiting the workplace, and returning.

A department restructure has occurred over the last year and a half based on internal focus groups, discussions and two external audits by the Council of Great City Schools and Convectus. Needs identified were to reorganize and restructure the department according to function; set priorities, performance measures and accountability systems; conduct background checks; compensation (Fox Lawson study); hiring process; review job descriptions which is nearly complete; establish standard operating procedures for all department operations; orientation of new employees; talent development; and cross-functional teaming.

The department needs to have a major focus on student achievement. They collaborate closely with the Office of Schools and curriculum, instruction and assessment departments to in order to hire for the skills, knowledge and attributes needed.

Foundations of the hiring process include background checks, job descriptions, and compensation.

A demographic survey will be conducted this fall with results included in the equity report in December.

Cultural proficiency training has been developed for completion by 2016.

Conditional licenses are being tracked to ensure licenses are completed within two years.

Online training modules through SafeSchools are being developed to roll out in December. More information will be included in the monitoring report in July.

Tiffany O'Hara stated she has surveyed principals to determine their current hiring practices and tools and strategies, what's working for them, and what they need. Current policies were reviewed, and other staff were interviewed. An ad hoc committee has been meeting regarding the hiring process since September. Starting in November, focus groups, particularly with minority employees, will begin to obtain input on recruitment and opportunities for hiring practices. Work will continue for greater inclusion with union leadership, particularly around certified areas of recruiting, hiring and retaining teachers.

Common themes identified are ensuring the principal or supervisor is a key, active member in the process; embrace and embark on including other key members in the process (staff, parents, curriculum and instruction staff), continue using a Q&A segment in the interview process, continue the educator fair, and continue the fairs for classified groups.

Areas to look at and develop include job descriptions; include other elements in the interview process such as a teaching segment; include a formal writing assessment; and look at tools for supervisors to assist with questioning, observing teaching, a writing performance task, and the selection process of a candidate. Principals all want the hiring process to be earlier.

A framework for the process was presented and explained. The idea is to get good people early and place them specifically in buildings.

Another area being reviewed is looking at schools that are successful in recruiting and retaining quality teachers.

The Iowa Teaching Standards are represented in all job descriptions for teachers.

Training is needed for supervisors and general staff around best practices in hiring. A recruitment plan needs to be developed and implemented so under-represented groups are identified for administration, certified staff and classified staff.

Human Resources goals include having 99% of staff highly qualified for their current position as of next year. Hiring earlier will assist in finding people with necessary

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certification and they will have the required certification or licensure required for their position. At times, hiring people with temporary certification does occur particularly in ELL or special education.

One hundred percent of certified staff hired on a conditional license will meet requirements within two years.

Ninety-five percent of staff will complete the cultural proficiency training by July 2016.

Eighty percent of certified staff will be hired by June 1 each year.

Ms. Caldwell-Johnson asked for the number of staff before the restructure, the number of current staff and the number of minorities in the HR department. Dr. Sullivan will provide that information.

Ms. Caldwell-Johnson mentioned a previous request to track the number of minority hires, number of individuals with disabilities, gender differences, etc. possibly on a quarterly basis or as part of a monitoring report. Dr. Sullivan found that the demographic data was not accurate, some of which is not required to be reported. A survey was developed and distributed recently to all staff in order to gather the information, giving employees the option not to respond to certain questions. Once that information is collected, an accurate report will be provided.

Cultural proficiency training was also requested to be available to board members.

Hiring for classified staff is driven more by their job descriptions with basically the same process used for hiring, minus the teaching segment.

Item No. 18**Page 1 of 4****Subject: ELEMENTARY SCHOOLS****For: DISCUSSION****Presentation: PowerPoint****Contact: Susan Tallman****Attachment: None**(susan.tallman@dmschools.org/242-7725)

Issue: The report schedule in Board Governance Policies requires an update on elementary schools in even years.

Superintendent's Recommendation: This presentation will provide an overview of DMPS elementary school programs including organization, demographics, current data, and program support.

Presenters: Susan Tallman, Executive Director, Elementary Schools

Susan Tallman, Mike Lord, Wayne Knutson, and Barry Jones provided the presentation.

Enrollment has steadily increased.

72% of students qualify for free or reduced-price lunch.

25% are ELL students.

13% are identified as special education.

Over 50% are minority.

There are 38 elementary schools.

Smouse is the only school providing citywide services and support.

Schools have assigned administrators for support primarily based on feeder patterns.

Hopefully, another administrator will be added next year for better alignment. One exception is Mike Lord, who works with all the SIG schools to provide targeted support and ensure requirements for the federal grant program are met.

Five key areas of focus are principal development, differentiating support to principals, demonstrating instructional leadership and best practices, developing tools for principals to be more effective in supporting teachers, bridging resources and eliminating distractions.

Teacher leaders are relied upon to assist in making schools successful. The focus is on increasing instructional leadership versus managerial responsibilities and duties—addressing efficiency and effectiveness.

Through the Wallace Grant, the Marzano framework is being used to frame and articulate the work of the building leaders, providing consistent and unified language of leadership development in five domains, and providing clarity of what leadership development is and evidence of what exemplary leadership looks like.

More time is spent in the buildings focusing on the growth toward meeting performance goals; determining what is successful and what are the challenges; and planning the next steps to increase student engagement, school climate, student achievement, student attendance, etc.

Great improvement has been seen with climate and culture goals. Out-of-school suspensions and office referrals have decreased significantly. Disproportionality in student discipline data is being analyzed to determine next steps and strategies.

Time is spent celebrating successes with students, teachers, and families.

Principals are spending more time in the classrooms and doing walk-throughs to provide leadership, support, and targeted feedback to teachers.

In 2013-14, DMPS teamed with the New Teacher Center to provide professional development for new principals in the district. This year, Kathie Danielson and Wayne Knutson are co-facilitating with NTC, and next year they will provide the training to new administrators, focusing on vision, talent, culture, climate, conditions, collaborative work, supervision, and feedback.

Principal evaluations are done yearly based on the Marzano leadership framework, removing subjectivity and focusing on evidence seen in the buildings and determining coaching needs for the principals.

To ensure all students receive a high-quality education, many supports are provided to the buildings, including GoMath, Blended Learning, Journeys, and other curriculum needs. Master schedules are reviewed to ensure content is taught and they are taking a deeper look into the individual interventions needed by students beyond the core and support ELL and special ed students.

Another highlight is the Children's Choice Challenge that Barry Jones has been working on. It was developed to bridge the gap in G/T services and allows all students to participate in this program.

District initiatives to support student engagement have been greatly successful over the past three years. A common framework addresses student behavior and provides consistent expectations and language in all buildings. Building conditions have improved. Attendance protocol has been updated to increase parent communication and target chronic absenteeism. Safety protocol is continually revisited.

The Gallup Survey is being utilized to measure student hope. Training has occurred on utilizing Infinite Campus for parent communications. Students are being placed in their home school as additional space is added to buildings based on enrollment studies.

Ms. Caldwell-Johnson asked about the balance of staff—experienced teachers vs. new teachers—and being able to ensure that enough seasoned teachers are placed in buildings designated as SIG or PLA to assure students receive the right level of academic support.

Mr. Lord stated SIG and PLA schools have the option to interview and select transfers to ensure they have the right balance. Principals are working with Human Resources and the directors to really look at the background of staff to match them to the needs of the students in their building. The shift has changed over the last several years and teachers are choosing to transfer to SIG and PLA schools to receive additional professional development and support. Recruitment is critical as well, looking for quality candidates and hiring the right people and placing them in the right building.

Dr. Ahart added that when principal positions open, the current talent pool is assessed and a really strong principal may be asked to move to a different building. Often staff will then transfer with the principal to the new school.

Ms. Boesen asked that as the principals' duties shift from operational to instructional, who is handling the operational duties? Ms. Tallman responded that leadership teams have been utilized in the buildings to delegate more managerial responsibilities. Dr. Ahart offered that permission is given to not do some of the non-high-leverage activities and coaching the principals away from the nice things to do to the activities that help affect improvement. Utilizing other departments such as HR, Operations, and Business & Finance to ensure management items can be done efficiently and time effectively is another support.

Mr. Howard asked for clarification on suspensions. It is the number of total days. Student data on academics, behavior, attendance, etc. is put in a spreadsheet monthly and reviewed with the principals as part of their coaching. Any spikes prompt immediate discussion on strategies to implement. The assessment department has created a principal dashboard so they can obtain live, timely data.

Orientation is provided at the end of the school year for fifth graders visit their future middle school when the middle school students are gone, allowing them to tour the building, test lockers, visit the cafeteria, and help alleviate anxiety that students may have during the transition from elementary to middle school.

Mr. Barron asked for the philosophy on recess which was brought up by the speaker in the public forum and requested that someone meet with her following the meeting. Ms. Tallman clarified that all elementary schools have a lunch recess. Any additional time depends on the resources, amount of staff, how the schedule can be set, etc. Sometimes teachers will implement movement activities in the classroom. Dr. Ahart added that in speaking with a business/education group last week, federal education policy has driving away too much of unstructured student time. While academic

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achievement is important, developing the whole child helps gain academically, too. Over time, we've begun to lean toward more academic time without making sure students are making best use of that academic time. It is something we need to look at for both elementary and middle schools.

Is there more turnover in teaching staff at the elementary level and how do we keep the people we've invested in? The largest growth is at the elementary level. Mr. Lord commented that two buildings that historically turned over 80-90% of their staff yearly have had a less than 10% shift, mostly due to retirement or advancement in their career rather than a transfer out, attributed to great leadership, great teachers and great things going on in those buildings.

Item No. 19**Page 1 of 1****Subject: PRELIMINARY PLANS FOR MCKEE EDUCATIONAL CENTER****For: INFORMATION****Presentation: None****Contact: Bill Good****Attachments: None**

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

Issue: Preliminary Plans for upgrades to McKee.**Background:** As part of Student's First/Statewide Penny program, preliminary plans are now available for review. This provides an early opportunity for review of project plans.

The general scope for the project includes electrical and mechanical upgrades; new, secure entrance; ADA upgrades; renovation to classrooms; nurse's office; lounge areas; new drive; and additional parking.

Preliminary plans can be reviewed at the district website:

<http://www.dmschools.org/departments/operations/construction/students-first/renovation-construction-plans/> and the Operations Center at 1917 Dean Ave.

Questions and comments are encouraged.

Presenters: None**Minutes**

There is no presentation, but plans are now available for review.

Mr. Howard asked if new windows were included. Mr. Good confirmed that the windows have already been replaced.