

MINUTES OF REGULAR BOARD MEETING
Monday, August 24, 2009

- I. Call to Order
- II. Roll Call
- III. Open Forum
- IV. Consent Agenda
 - a. Minutes
 - Regular Meeting August 10, 2009
 - b. Personnel
 - Resignations
 - Recommendations
 - New Hires – Support Staff 2
 - Initial Contracts – Certified Staff
- V. Superintendent's Report
- VI. Board Reports
- VII. Open Enrollment
- VIII. Building a Learning Community Roster
- IX. Hearings
 - a. WRA Easement – Clive Elementary
 - b. North Addition – Crestview Elementary School
- X. Establish easement hearing with MidAmerican Energy
- XI. Facility Projects
 - a. Engineering Design Services – Valley Southwoods
 - b. Western Hills Final Acceptance
 - c. Crestview Elementary – change orders
 - d. Indian Hills – change orders
 - e. WRA Easement
- XII. Contracts/Agreements
 - a. University of Iowa College of Nursing
 - b. Iowa Department of Education – amendment
 - c. Drake University – 2010 VHS graduation
- XIII. Bills for Payment
- XIV. Adjournment

The regular meeting of the Board of Education of the West Des Moines Community School District was held on Monday, August 24, 2009, at the Learning Resource Center, 3550 Mills Civic Parkway, West Des Moines, Iowa 50265.

- I. **Call to Order** – The meeting was called to order by President Mark Lyons at 7:08 p.m.
- II. **Roll Call** – The secretary noted the following Board members present: Mark Lyons, Terry Tobin, Susan Moritz, Jill Hansen (arrived at 7:11 p.m.), Tom Suckow, Milton Cole Absent: Barbara Burnett
- III. **Open Forum** – There were no participants in Open Forum.
- IV. **Consent Agenda** – It was moved by Suckow and seconded by Tobin to adopt the consent agenda as follows:
 - a. **Minutes**
 - Regular Meeting August 10, 2009

b. **Personnel**

- Resignations

<u>NAME</u>	<u>BUILDING</u>	<u>SUBJECT</u>
Evans, Nathan	Stilwell	Special Ed Assistant
Honnold, Holly	Western Hills	Health Assistant
Kelso, Karen	Stilwell	Nutrition General Worker
Oller, Whitney	Clive	Special Ed Assistant
McHenry, Sherri	Western Hills	Health Assistant
Haney, Cynthia	Western Hills	Special Ed Assistant
Sulentic, James	Clive	Custodian
Cloud, Josh	Nutrition	Substitute Worker
	Clark, Kerri	Jordan Creek 1:1 Special Ed
Assistant		
Pennington, Amy	Indian Hills	1:1 Special Ed Assistant
Tyler, Haley	Jordan Creek	Special Ed Program Assistant
Wipperman, Amanda	Jordan Creek	Special Ed Program Assistant
Wolman, Lorene	Nutrition Services	Substitute Worker

- Recommendations

<u>NAME</u>	<u>REPLACEMENT FOR/OR COURSE</u>	<u>COMMENTS</u>
Hodges, Shannon	Erica Button	General Secretary-Lunch Clerk/CL
Stenger, Kyle	Tracy Lara	KW Assist Team Leader/PH
Sieglauff, Elizabeth	Sherry Walker	KW Assist Team Leader/CV
Flores, Sylvia	New Position	Latino Family Services Liaison
Campbell, Nicole	Theresa Hershberger	Level 2 1:1 Spec Ed Assist/VSW
Boyle, Sue	Brady Johnson	Student Council Sponsor/VH
Schweitzer, Theresa	Shawn Kadar	Level 2 1:1 Assistant/WR
Walters, Leyria	Increase contract to 70.5%	At Risk/VSW
Webb, Brian	Andy Long	Assistant Football Coach/VH
Moretti, Marcus	New Position	Assistant Debate Coach/VH
Richards, Frank	Jesse Spencer	Nutrition General Worker/VH
Lawyer, Robin	New Position	1:1 Assistant (504)/FM
Dollison, Tracy	Julie Seidlin	Kindergarten Assistant/CL
Crees, Jill	Bob Oelson	Spec Ed Program Asst-Lv II/CL
Hotchkiss, Charles	New Position	ESL Assistant/ST
Cairo, Julie	Rose Hufford	Level 2 Spec Ed Program Asst/CL

- New Hires – Support Staff

<u>NAME</u>	<u>REPLACEMENT FOR/OR COURSE</u>	<u>COMMENTS</u>
Roese, Renee	New Position	Level 2 1:1 Spec Ed Assist/IH
Zaragoza, Eddie	Mark McKenna	Sub Utility Worker
Schwartz, Brittany	Miller/Empty	KW Child Care Provider/HD
Lewis, Leslie	Kyle Stenger	KW Child Care Provider/CR
Remy, Emma	Christine Olson	KW Child Care Provider/JC
McDonald-Leger, Marla	Joe Tank	KW Child Care Provider/CR
Manning, Madison	New Position	KW Child Care Provider/WR
Hinkhouse, Andrea	Michael Schill	KW Child Care Provider/CL
Harrington, Sarah	Diana Glenn	KW Child Care Provider/JC
Kerns-Scott, Marcella	Tia Empty	KW Child Care Provider/WR
Howell, Nicole	Katelyn Ingersoll	KW Child Care Provider/WH

<u>NAME</u>	<u>REPLACEMENT FOR/OR COURSE</u>	<u>COMMENTS</u>
Adams, Margeauz	Trevor Novotny	KW Child Care Provider/CV
Renaud, Andrea	Troy Ellerbroek	KW Child Care Provider/CL
Probst, Annie	Adam Foresman	KW Child Care Provider/FM
Doumas, William	Tim Pettus	Nutrition Delivery-Clearing/VSW
Smith, Nate	Wayne Tyson	1:1 Special Ed Assistant/VSW
Buising, Sherri	Karen Joslin	Health Assistant/CR
Brown, Sarah	Rebecca Brouillet	Level 3 1:1 Spec Ed Assist/WR
Barker, Ronald	New Position	Level 2 1:1 Spec Ed Assist/ST
Stanbrough, David	Kim Behrend	Level 2 1:1 Spec Ed Assist/ST
Kearney, Sheila	Susan Kokott	Level 3 1:1 Spec Ed Assist/WR

- Initial Contracts – Certified Staff

<u>NAME</u>	<u>REPLACEMENT FOR/OR COURSE</u>	<u>COMMENTS</u>
Hopper, Pamela	Misty Zahrt	Special Ed Level III/WR
Flug, Jennifer	Megan Meyerholz	.5 FLES/WH

The motion was approved by a unanimous vote.

Jill Hansen arrived at 7:11 p.m.

- V. **Superintendent’s Report** – Superintendent Tom Narak called on Donna Wilkin, Associate Superintendent of Teaching and Learning Services. Dr. Wilkin talked about a pilot program with A World of Difference. Students from Valley High School and Walnut Creek Campus were invited to participate in Fast Track Diplomat. Christine McNunn, a member of the World of Difference volunteer board, talked about the organization and described the camp experience. Valley Assistant Principal David Maxwell introduced the students chosen to represent Valley: Tamara Empty, Bexaida Dominguez, Jostna Dash and Evan Thompkins. Tamara said the experience could be described as a culture camp. Each school is expected to do a follow-up project. Bexaida expressed appreciation for the opportunity to get to know many people from other cultures. Jostna said a multi-cultural advisory council will be established at Valley. The council will work in inter-cultural relations at Valley with a \$1,000 grant from Youth Venture. She expressed appreciation for the opportunity to attend the camp and talked about learning to empower youth to create change. Senior Evan Thompkins described his experiences at the camp and the many things he learned. He commented on the plans for the multi-cultural advisory council. Walnut Creek Campus teacher Carrie Jacobs said her goal for participation in the culture camp was to erase the lines between Valley and Walnut Creek. That goal was met, she said. Jacobs commented on the growth of students in understanding people. Walnut Creek student Andrew Jacobsen talked about the plans for a student ambassador program to help students get adjusted to the school. The transition from traditional high school to the alternative school can be awkward and confusing for students, Megan Hites said. Jacobs said Nick Peterson also attended the camp as a representative of Walnut Creek. Dr. Narak said the district is committed to the program and he praised the students for their involvement.

- VI. **Board Reports**
Tom Suckow said the Human Resources advisory committee met recently and discussed the new screening and interview process.
Terry Tobin thanked all who made the extra effort to get Indian Hills completed for the opening day of school on August 20.

Jill Hansen expressed appreciation to the many parent volunteers who support activities in the school district.

Milton Cole commented on the Valley band performance for World War II veterans from the Des Moines area who were on the Honor Flight to Washington, D.C. He talked about the back to school nights at Valley and Hillside. He praised the welcome back event for all staff.

- VII. **Open Enrollment** – The following open enrollment applications were approved by the administration and presented for Board review: **Open Enrollment In (2009-10)** Ethan Bird, grade 1 from Waukee; Zion Chamble, grade 4 from Des Moines; Abigail Freeman, grade 10 from Waukee; Terrin Hicks, grade 10 from Waukee; Sydnee Lowery, grade 7 from Des Moines; Isabella Olson, grade K from DC-G; Reba Thompson, grade 5 from Des Moines; Oriah White, grade 3 from Panora. It was moved by Tobin and seconded by Suckow to deny the following open enrollment applications received after the deadline: **Open Enrollment In (2009-10)** Christopher Jones, grade 10 from Waukee; Jade Mercial, grade 10 from Des Moines. The motion was approved by a unanimous vote. The following open enrollment applications were approved by the administration and presented for Board review: **Open Enrollment Out (2009-10) pending approval/denial by the receiving district** Jacob Bonnstetter, grade 10 to DC-G; Cassie Link grade 4 to Urbandale; Jaime Link, grade 6 to Urbandale; AllenErika Robles, grade 8 to Waukee; Celine Robles, grade 8 to Waukee; Jeane Robles, grade 9 to Waukee; Alem Toric, grade 7 to Urbandale.
- VIII. **Building a Learning Community Roster** – It was moved by Moritz and seconded by Hansen to approve the 2009-10 Building a Learning Community Committee roster as presented. The group also serves as the School Improvement Advisory Committee. The motion was approved by a unanimous vote.
- IX. **Hearings**
- a. **WRA Easement – Clive Elementary** – Lyons noted this agenda item is for those who wish to speak to the Board regarding the conveyance of an easement in real estate to Wastewater Reclamation Authority. The Notice of Hearing was published in the *Des Moines Register* on August 13, 2009. There were no participants in the hearing. It was moved by Hansen and seconded by Suckow to close the hearing. The motion was approved by a unanimous vote.
 - b. **North Addition – Crestview Elementary School** – Lyons noted this agenda item is for those who wish to speak to the Board regarding the proposed plans, specifications, form of contract and estimated cost of the Crestview Elementary north addition, gym floor and gym façade. The Notice of Hearing was published in the *Des Moines Register* on August 13, 2009. There were no participants in the hearing. It was moved by Moritz and seconded by Tobin to close the hearing. The motion was approved by a unanimous vote.
- X. **Establish easement hearing with MidAmerican Energy** – It was moved by Hansen and seconded by Moritz to set a hearing at 7:00 p.m. on Monday, September 14, 2009 and to publish notice of the same for the conveyance of a permanent easement in real estate to Mid American Energy Company. The motion was approved by a unanimous vote.
- XI. **Facility Projects**
- a. **Engineering Design Services – Valley Southwoods** – It was moved by Suckow and seconded by Tobin to approve the engineering design proposal from Shive-Hattery at a cost of a fee not to exceed \$25,000 to remediate moisture transmission through the concrete floor slab at Valley Southwoods. It was noted that Physical Plant and Equipment Levy funds have been allocated for the design fees. The motion was approved by a unanimous vote.
 - b. **Western Hills Final Acceptance** – It was moved by Suckow and seconded by Hansen to accept the Western Hills project as complete by Academy Roofing, Grove Masonry, Olympic Wall Systems, Redstone Painting, Midwest Automatic Fire Sprinkler and Systems Management & Balancing. The motion was approved by a unanimous vote.

- c. **Crestview Elementary – change orders** – It was moved by Suckow and seconded by Hansen to approve the following change orders on the Crestview Elementary project: Koester Construction (\$86,409) to remove existing millwork and install new millwork as specified (\$67,816) and remove and replace specified doors and frames (\$18,593); Nikkel & Associates (\$15,697) to remove existing light fixtures and outlets at millwork and reinstall on new millwork (\$443), remove and reinstall electrical devices at the south entry door (\$872) and demo and replace light fixtures in the gym (\$14,884); Excel Mechanical to demo the existing sinks in the millwork and furnish and install new sinks in the millwork (\$14,382). The motion was approved by a unanimous vote.
- d. **Indian Hills – change orders** – Information on the Indian Hills change orders was sent to Board members with copies made available at the meeting. It was moved by Suckow and seconded by Tobin to approve the following change orders on the Indian Hills project: Edge Commercial (\$12,038) to re-caulk specified areas on the exterior of the building (\$6,505), route and seal cracks in existing floor slab and fill gap between edge of slab and exterior wall (\$3,677); remove and reinstall millwork as specified (\$1,856); AJ Allen Mechanical (\$7,299) to replace water heater control panel (\$4,374), furnish and install two lab faucets (\$1,187) and replace 28 gas turrets in specified science rooms (\$1,738). The motion was approved by a unanimous vote.
- e. **WRA Easement** – Documents regarding the offer to purchase easement in real estate and acceptance and permanent easement for sanitary sewer flow monitoring were sent to Board members with copies made available at the meeting. It was moved by Suckow and seconded by Hansen to approve the offer from Des Moines Metropolitan Wastewater Reclamation Authority in the amount of \$3,470 to purchase an easement in real estate near Clive Elementary School. The motion was approved by a unanimous vote.

XII. **Contracts/Agreements**

- a. **University of Iowa College of Nursing** – It was moved by Hansen and seconded by Tobin to approve the agreement with the University of Iowa College of Nursing to place a nursing student in our high school for clinical experience. Lyons expressed appreciation for the required background check in the agreement. The motion was approved by a unanimous vote.
- b. **Iowa Department of Education – amendment** – It was moved by Hansen and seconded by Tobin to approve the amendment to the agreement with the Iowa Department of Education to clarify the scope of work to be performed by a district teacher and extend the contract to December 30, 2009. The motion was approved by a unanimous vote.
- c. **Drake University – 2010 VHS graduation** – It was moved by Hansen and seconded by Tobin to approve the lease agreement to reserve Drake University’s Knap and Bell Center as the site for the 2010 Valley graduation on May 30, 2010 at a cost of \$1,750 plus fees for additional services. A request was made to provide cost detail on each of the additional services. The motion was approved by a unanimous vote.

XIII. **Bills for Payment** – The agenda materials included bills for payment dated August 24, 2009. It was moved by Moritz and seconded by Tobin to approve the bills for payment in the amount of \$1,383,231.25 as recommended by the administration. The motion was approved by a unanimous vote.

XIV. **Adjournment** -- It was moved by Cole and seconded by Hansen to adjourn the meeting. The motion was approved by a unanimous vote. The meeting adjourned at 7:57 p.m.

Kay Rosene, Board Secretary

Board Agenda IV
IV-a Minutes
IV-b Personnel
IV-c Student Trips

September 14, 2009

Dr. Tom Narak, Kay Rosene, Lisa Remy, Dr. Donna Wilkin

Board Agenda IV-a
Minutes of Board Workshop – August 24, 2009
Minutes of Regular Board Meeting – August 24, 2009
Minutes of Special Board Meeting – September 1, 2009

September 14, 2009
Kay Rosene