

MINUTES OF REGULAR BOARD MEETING  
Monday, October 12, 2009

- I. Call to Order
- II. Roll Call
- III. Open Forum
- IV. Consent Agenda
  - a. Minutes
    - Regular Meeting September 14, 2009
    - Special Meeting September 18, 2009
    - Special Meeting September 30, 2009
  - b. Personnel
    - Resignations 1
    - Recommendations
    - New Hires – Support Staff
    - Initial Contracts – Certified Staff
  - c. Student Trip Requests
- V. Superintendent's Report
- VI. Board Reports
- VII. Open Enrollment
- VIII. Community Education
  - a. 2008 – 2009 Report
  - b. 2009 – 2010 Advisory Council
- IX. Hearing – Crestview Bid Award
- X. Financial Reports
- XI. SBRC Request
- XII. Facility Projects
  - a. Crossroads Park Commissioning Services
  - b. Bid Awards – Crestview, North Addition
  - c. Change Orders – Crestview
  - d. Change Orders – Indian Hills
  - e. RDG Agreement – Crossroads Elementary Project
- XIII. Contracts/Agreements
  - a. Polk County Empowerment – Project SHINE
  - b. Four Oaks
  - c. Iowa Department of Public Health – Iowa Nutrition Network BASICS
  - d. Renaissance Chicago Hotel – VHS Debate
  - e. Marzano Research Laboratory, LLC – staff development speaker
- XIV. IASB LAN and Delegate Assembly Representative
- XV. Bills for Payment
- XVI. Adjournment

The regular meeting of the Board of Education of the West Des Moines Community School District was held on Monday, October 12, 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 Terry Tobin at 7:15 p.m.
- II. **Roll Call** – The secretary noted the following Board members present: Terry Tobin, Tom Suckow, Jill Hansen, Milton Cole, Elizabeth Brennan, Mark Lagomarcino Absent: Mark Lyons
- III. **Open Forum** – There were no participants in Open Forum.

IV. **Consent Agenda** – It was moved by Hansen and seconded by Suckow to adopt the consent agenda as follows

a. **Minutes**

- Regular Meeting September 14, 2009
- Special Meeting September 18, 2009
- Special Meeting September 30, 2009

b. **Personnel**

- Resignations

<u>NAME</u>	<u>BUILDING</u>	<u>SUBJECT</u>
Spencer, Eric	Valley Southwoods	1:1 Special Ed Assist Lv III
Dilworth, Zelma	Crossroads/Crestview	Custodian
Freihlage, Cynthia	Jordan Creek	1:1 Special Ed Asst Lv II
Cooper, Kayla	Jordan Creek	Child Care Provider
Richards, David	Operations	Warehouse Worker

- Recommendations

<u>NAME</u>	<u>REPLACEMENT FOR/OR COURSE</u>	<u>COMMENTS</u>
Engelmann, Carol	Sonja Hansen	.5 Group Speech/VH
Stevenson, Anita	New Position	1:1 504 Assistant/WH

- New Hires – Support Staff

<u>NAME</u>	<u>REPLACEMENT FOR/OR COURSE</u>	<u>COMMENTS</u>
Streff, Katie	New Position	Nutrition General Worker/VH
Snell, Brandon	New Position	1:1 504 Assistant/FM
Parezo, Rebecca	New Position	1:1 Spec Ed Assist Lv II/JC
Herrera, Reyna	Rebecca Duchesneau	1:1 Spec Ed Assist Lv II/CV
Powell, Jessica	Amanda Kellar	1:1 Spec Ed Assist Lv III/JC
Trinrud, Marcia Supervisor/HD	Michelle Bawek	1 <sup>st</sup> Grade Asst-Noon
Krech, Allison	Sylvia Flores	ESL Assistant/IH
Hurst, Amy	Shawn Kadar	1:1 Spec Ed Assist Lv III/VSW
Zhao, Karen Ping	Kathy Waggoner	ESL Assist-Noon Supervisor/VSW
Salmon, Samantha	New Position	KW Child Care Provider/JC
Anderson, Jill	Alissa Beisner	Kindergarten Assistant/CL
Parnau, Julie	Rachel Fritz	1:1 Spec ed Assist Lv I/FM

- Initial Contracts – Certified Staff

<u>NAME</u>	<u>REPLACEMENT FOR/OR COURSE</u>	<u>COMMENTS</u>
Erwin, Mackenzie	Celeste Richardson	.5 Title I Math/PH

- c. **Student Trip Requests** – request from the Valley High School Thespian Troupe #2048 to travel to new York City June 4-7, 2010.

The motion was approved by a unanimous vote.

- V. **Superintendent's Report** – Superintendent Tom Narak introduced Valley Principal Vicky Poole. She commented on the State of Iowa Youth Advisory Council and introduced members Dhrooti Vyas and Jonathan Beatty. The Valley students presented a power point explaining the purpose and work of SIYAC. The Council is addressing issues such as underage drinking, teen pregnancy and graduation rates. Jon reviewed some of the accomplishments of SIYAC. Jon and Dhrooti talked about major issues facing youth in Iowa in the near future.

Dr. Narak talked about his experience at the NAACP Century of Progress dinner held this past weekend. He also went to Springbrook with the Westridge sixth graders last week and complimented the students, parents and teachers who participated. He said the recent 10 percent budget cut announced by Governor Culver will be addressed in the district. Out of state travel will be restricted; all vacancies may not be filled.

Donna Wilkin, Associate Superintendent of Teaching and Learning Services, talked about professional development sessions held throughout the district today.

VI. **Board Reports**

**Mark Lagomarcino** commented on his visit to Laura Axman's first grade class at Western Hills. **Terry Tobin** said he represented the district at the dedication of public art at 86<sup>th</sup> and Franklin in Clive. The district contributed \$2,000 to the project, titled "What I Like About Clive." He praised all involved in organizing ValleyFest.

**Jill Hansen** reported that Teaching and Learning Advisory Committee members from the Board met last week.

- VII. **Open Enrollment** – The following open enrollment requests were approved by the administration and presented for Board review: **Open Enrollment In (2009-10)** Janet Bustos, grade K from Des Moines; Ryan Clemens, Grade 5 from Des Moines; Samuel Clemens, grade 7 from Des Moines; Mackenzie Crow, grade 4 from Dallas Center-Grimes; Nathaniel Crow, grade 1 from Dallas Center-Grimes; Camden Dykstra, grade 1 from West Central Valley; Jason Dykstra, grade 5 from West Central Valley; Tristen Dykstra, grade 6 from West Central Valley; Hunter Erickson, grade 2 from Des Moines; Shyann Erickson, grade K from Des Moines; Taylor Glade, grade 5 from Waukee; Trevor Glade, grade 2 from Waukee; Kevin Jacinto, grade 5 from Urbandale; Molly McGuinness, grade K from Waukee; Sabino Perez, grade 9 from Urbandale; Alejandra Rodriguez, grade 4 from Des Moines; Melissa Rodriguez, grade 3 from Des Moines; Jesus Santoyo, grade 6 from Des Moines; Paula Santoyo, grade 8 from Des Moines; Marquese Tate, grade 5 from Des Moines; Pearl Tate, grade 6 from Des Moines; Ana Maria Torres, grade 2 from Des Moines; Lamontaija Walls, grade 4 from Waukee; Dylan Watkins, grade 11 from Des Moines; Tiffany Watkins, grade 6 from Des Moines; Tommy Weaver, grade 10 from Waukee; Daisy Williams, grade K from Des Moines **Open Enrollment Out (2009-10)** Joseph Abner, grade 1 to Johnston; Eno Augustine-Akpa, grade 11 to Des Moines; Cassandra Bell, grade 7 to Waukee; Kevin Boyd, grade 4 to Waukee; Dejana Brown, grade 3 to Des Moines; Leana Brown, grade 2 to Des Moines; Mckenna Brown, grade 10 to Des Moines; Nyana Brown, grade 1 to Des Moines; Holly Byrnett, grade 9 to Waukee; Rachel Empey, grade 2 to Des Moines; Desiree Foster, grade 1 to Waukee; Lucy Gross, grade K to Des Moines; Hanna Hale, grade 1 to SE Polk; Jamie Hampton, grade 10 to Des Moines; Abby Jackson (home school), grade 1 to Johnston; Danny Johnston, grade 11 to Johnston; Mia Khoundara, grade 2 to Des Moines; Merideth Lantz, grade 5 to Des Moines; Adam Mann, grade 2 to Des Moines; Elizabeth Mann, grade 1 to Des Moines; Emily Mann, grade 6 to Des Moines; Riley McMullen (home school), grade 5 to Ames; Skye Merrell, grade 3 to DC-G; Tien Nguyen, grade 8 to Des Moines; Eilish Norris, grade 5 to DC-G; Jaden Norris, grade 10 to DC-G; Jonah Norris, grade 4 to DC-G; Isaac Peterson, grade 1 to Johnston; Sierra Phelps, grade 3 to Johnston; Savanna Polen, grade 10 to Johnston; Zoran Skeledzic, grade 9 to Johnston; Nicholas Wearmouth, grade 3 to Des Moines.

VIII. **Community Education**

- a. **2008 – 2009 Report** – Director Shahna Janssen summarized the 2008-09 accomplishments in Community Education. She praised the work of the staff, Advisory Council and community partners. A major focus on the mission and model of Community Education helped spread the word about Community Ed in the past year. Janssen talked about the large numbers of people who were touched by the many programs coordinated by Community Education. She thanked the Board for their support of the many aspects of Community Education. In response to a question from Tobin, Janssen said there is a slight decline in enrollment in programs.
- b. **2009 – 2010 Advisory Council** – A revised list was distributed to Board members and made available to those present at the meeting. It was moved by Hansen and seconded by Suckow to approve the 2009-10 Community Education Advisory Council roster as presented. The motion was approved by a unanimous vote.

IX. **Hearing – Crestview Bid Award** – Tobin announced this agenda item is for those who wish to present to the Board objections to, or arguments in favor of the proposed plans, specifications, form of contract and estimated cost of the following improvement: Crestview Elementary North Addition, Preschool Room and Gym Façade – Bid Package 14 (Roofing and Sheetmetal) and Bid Package 15 (Mechanical). The Notice of Hearing was published in the *Des Moines Register* on September 28, 2009. There were no participants in the hearing. It was moved by Hansen and seconded by Lagomarcino to close the hearing. The motion was approved by a unanimous vote.

X. **Financial Reports** – Chief Financial Officer Kurt Subra said the financial reports represented summaries for the fiscal year ended June 30, 2009. The Financial Summary (All Funds), General Fund Revenue Summary and General Fund Expense Summary were reviewed by the Board. Subra commented on the state financial aid report and how the impact of federal stimulus monies will decrease in the future.

XI. **SBRC Request** – It was moved by Suckow and seconded by Hansen to authorize the district to request that the School Budget Review Committee grant allowable growth and supplemental aid payment for the negative special education balance for the 2008-09 school year. It was noted that the supplemental aid payment would be calculated by the Department of Management. The motion was approved by a unanimous vote.

XII. **Facility Projects**

- a. **Crossroads Park Commissioning Services** – It was moved by Suckow and seconded by Hansen to approve the proposal from System Works LLC in the amount of \$28,800 for commissioning services for the Crossroads Park construction project. The motion was approved by a unanimous vote.
- b. **Bid Awards – Crestview, North Addition** – It was moved by Suckow and seconded by Hansen to award Bid Package 14 (Roofing & Sheetmetal) to Wood Roofing in the amount of \$44,205 on the Crestview north addition. The motion was approved by a unanimous vote. It was moved by Suckow and seconded by Hansen to award Bid Package 15 (Mechanical) to Proctor Mechanical in the amount of \$87,900. The motion was approved by a unanimous vote.
- c. **Change Orders – Crestview** – It was moved by Suckow and seconded by Hansen to approve the following change orders on the Crestview project: Koester Construction in the amount of \$4,807 to remove existing plaster ceilings that were concealed above lay-in ceilings and Olympic Drywall in the amount of \$38,470 to remove and replace existing drywall as specified. It was noted that action would be deferred on an the Koester construction change order related to window replacement. The motion was approved by a unanimous vote.

- d. **Change Orders – Indian Hills** – It was moved by Suckow and seconded by Hansen to approve the following change orders on the Indian Hills project: Edge Commercial in the amount of \$7,878 to furnish and install new window blinds as specified (\$2,466), demo transformer pad and install a new pad (\$3,306), remove and dispose of 30 existing shrubs, add weed barrier and mulch (\$2,106) and AJ Allen mechanical in the amount of \$1,294 to furnish and install two stainless steel sinks in the art room. Stephanie Morrison from Weitz provided an update on the Indian Hills project. In response to a question from Lagomarcino, Morrison reviewed the change order process. The motion was approved by a unanimous vote.
- e. **RDG Agreement – Crossroads Elementary Project** – It was moved by Suckow and seconded by Hansen to approve the agreement with RDG Planning and Design for design services for the remodel of Crossroads Park Elementary, including approximately 18,500 sq. ft. of new construction. Suckow said Section D dated October 12, 2009, should not be part of the exhibit, but Section D dated February 9, 2009, is part of the item under consideration. Subra noted that the stipulated sum will be \$820,486. The motion was approved by a unanimous vote.

### XIII. Contracts/Agreements

- a. **Polk County Empowerment – Project SHINE** – It was moved by Hansen and seconded by Suckow to approve the agreement with the Polk County Empowerment Board to receive funds and coordinate Project Shine in the school district. It was noted that funds have been reduced by 22 percent from last year to \$124,018.40 with another cut anticipated. The motion was approved by a unanimous vote.
- b. **Four Oaks** – It was moved by Hansen and seconded by Suckow to approve the renewal of the contract the Four Oaks program to continue to provide long term suspension and expulsion services to the school district. It was noted the terms of the contract are the same with the exception of an increase of \$1,093.43, which will be covered by the Special Education budget. The terms of the agreement extend from August 1, 2009, to June 30, 2010. The motion was approved by a unanimous vote.
- c. **Iowa Department of Public Health – Iowa Nutrition Network BASICS** – It was moved by Hansen and seconded by Suckow to approve the agreement with the Iowa Department of Public Health – Iowa Nutrition Network BASICS to provide federal funding in the amount of \$8,873 to expand nutrition and physical activity education programs that serve food assistance-eligible students and families in the school district. Nutrition Services Director Beth Hanna explained the grant in greater detail. The motion was approved by a unanimous vote.
- d. **Renaissance Chicago Hotel – VHS Debate** – It was moved by Hansen and seconded by Suckow to approve the contract with the Renaissance Chicago Hotel for the VHS team to attend two competitions in Chicago. It was noted that costs would be covered by the debate budget. The motion was approved by a unanimous vote.
- e. **Marzano Research Laboratory, LLC – staff development speaker** – It was moved by Hansen and seconded by Suckow to approve the contract with Marzano Research Laboratory to provide an associate to present *The Art and Science of Teaching* to secondary teaching staff. The motion was approved by a unanimous vote.

- XIV. **IASB LAN and Delegate Assembly Representative** – It was moved by Hansen and seconded by Cole to nominate Terry Tobin as the Iowa Association of School Boards Local Action Network Representative and Mark Lyons as Delegate Assembly Representative. If Lyons is not able to serve, Tobin would appoint another Board member to serve as delegate. The motion was approved by a unanimous vote.

- XV. **Bills for Payment** – The agenda materials included bills for payment dated October 12, 2009. It was moved by Cole and seconded by Suckow to approve the bills for payment in the amount of \$4,114,201.50. The motion was approved by a unanimous vote.

- XVI. **Adjournment** – It was moved by Cole and seconded by Suckow to adjourn the meeting. The motion was approved by a unanimous vote. The meeting adjourned at 8:30 p.m.

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Kay Rosene, Board Secretary

**Board Agenda IV**  
**IV-a Minutes**  
**IV-b Personnel**

**October 26, 2009**  
**Dr. Tom Narak, Kay Rosene, Lisa Remy**

**Board Agenda IV-a**  
**Minutes of Board Workshop – October 12, 2009**  
**Minutes of Regular Board Meeting – October 12, 2009**  
**Minutes of Special Board Meeting – October 13, 2009**  
**Minutes of Special Board Meeting – October 20, 2009**

**October 26, 2009**  
**Kay Rosene**