

**Des Moines Public Schools**  
**Superintendent's Facility Advisory Committee**

**Meeting date:**

**March 13, 2014 at 5:30 PM**

**Operations Center, 1917 Dean**

**Members Present:** Marvin Alexander  
Joel Doyle  
Jeff Hall  
Brian Millard  
Mary Lynne Jones  
Ray Sculfort  
Ed Linebach

**Members Absent:** Cynthia Hunafa  
Kris Cooper

**DMPS Staff Present:** Susie Tallman  
Bill Good  
Connie Baker

**Others Attending:**

Agenda –

- Introductions
- What did we learn from community meetings?
- Potential classroom additions – Help balance  
Now & Later –
- Review New proposal for in district transfers & open enrollment
- Do we want to change current proposal?  
Grandfathering & Timeline
- Next Steps  
Present to board as discussion item (4/15/14)  
Final Board Approval (5/6/14)
- Upcoming meetings  
5-year Plan/10 Year Vision – beginning in 2016
- Meeting Schedule

Bill started the meeting with a summary of the themes of the community meetings: Requests for attendance areas squared off more; better recognize the historical significance; be creative in how to correct balancing enrollment and correct capacity issues; clarify safety busing plans; post the guidelines for walking distance on the website (follow the link) (<http://www.dmschools.org/departments/operations/transportation/ridership-eligibility/>); change how students are accepted in the schools; improving communication; use infinite campus to send letters or communication; better define school attendance areas. The web site maps were corrected, frequently asked questions are posted. IB program – feeder program; communicate the middle and high school feeder patterns for clarity.

Susie & Bill are working on in-district process for transfers. This was reviewed with the committee by Susie as well as how hierarchy to appeal; when hardships should be considered in the process. (See attachment for In-District Appeals). July 1<sup>st</sup> is the deadline to submit for open enrollment if the student is

outside the district and requesting enrollment into a district building – schools are assigned after the in-district requests are processed. In district – request within the district to go from one building to another building. Centralizing the process to avoid issues, checking on proof of residency, etc.

Susie reviewed the expanding boundary of Cowles, aligning feeder patterns, small changes in areas to create feeders that worked better into the middle schools. Review of the handout of capacity, enrollments etc. on Perkins, Cattell, Jackson, Stowe, River Woods and Monroe.

The committee will be working on a long range plan for 2016. The district has made the improvements throughout the district that we said we would, now looking to improve the school capacity; considering secure entrances, and adding classroom spaces.

Grandfathering was discussed – if you are a kindergarten this year or next year you are in; 15/16 not necessarily; working to make sure we have done due diligence.

Joel, Brian, Jeff, Susie and Bill will review the presentation material on April 7<sup>th</sup> at 4:15 p.m. at the Operations Center. The group will give the presentation and discussion of the proposed boundary plans at the April 15<sup>th</sup> board meeting. On May 6, the committee will move forward with the recommendation to approve the elementary boundary changes for FY 2015-16.

Additional note sent to the committee by Bill Good:

*At our meeting we talked about the decision to add classrooms to various schools to help balance enrollment capacity in lieu of changing attendance areas. After further review I continue to suggest the following using funds we had earmarked:*

***Perkins Elementary School*** – 4 classroom addition and security upgrades. We will also likely be required to install a grease interceptor by the City of Des Moines since the project costs exceed \$50,000. This will increase their capacity by 96. The added capacity will not only help the regular education population, but provide better space for the ELL (English language learners) program at this school.

***River Woods Elementary School*** – As part of our original approved plan was to replace the two temporary classrooms with permanent. Would suggest the addition include an additional 2 classrooms based upon the potential attendance area numbers that were shared at the meeting. This will also include the need for additional student restroom count. A grease interceptor was already part of the original 2 classroom addition project. The addition of 2 additional CR at this time will much more less costly than later since because of the previously approved work.

*Based upon preliminary estimates we will be able to accomplish the above work within the budgeted line item for additional classrooms. These additions would be planned to have ready for the 2015-2016 school year.*

*Also as we discussed there are some other schools in need of additions that will be listed in our next 5-year plan. These will be part of the potential plan that will be presented at an upcoming meeting for review.*

The next committee meeting is scheduled for 5:30 p.m. Thursday, May 15<sup>th</sup> to review classroom needs as well as the projects for Phase IV.

The meeting adjourned at 7:40 p.m.  
Respectfully submitted,

Connie Baker