

**URBANDALE COMMUNITY SCHOOL DISTRICT
BOARD OF DIRECTORS' MEETING
MONDAY, OCTOBER 12, 2015
WORK SESSION – 5:30 P.M. BOARD MEETING – 7:00 P.M.
METRO WEST LEARNING ACADEMY – 4420 NW URBANDALE DR
CHRIS GUNNARE, PRESIDENT**

WORK SESSION

Call to Order and Roll Call

President Chris Gunnare called the board meeting to order at 5:35 P.M. Upon roll call, the following members were present: Directors Graham Giles, Katherine Howsare, Tanya Ruden and President Gunnare. Director Aldrich Cabildo arrived later; Director Aaron Applegate and Vice President Cate Newberg were absent.

Approval of Agenda

Director Giles moved, and Director Howsare seconded the motion to approve the agenda as posted. Motion passed with all ayes 4-0.
Director Cabildo arrived at 5:38.

Metro West Learning Academy

Metro West Learning Academy principal Carla Krogman, led the Board of Directors on a tour of the Alternative High School. Each teacher provided information about their subject area. The facility is located within the Urbandale District, but serves students from several other surrounding school districts. Ms. Krogman provided a short presentation about the alternative school program. Metro West is currently serving 57 students from six districts. At 6:30, president Gunnare announced a 30 minute recess.

BOARD MEETING

Call to Order and Roll Call

President Chris Gunnare called the board meeting to order at 7:00 P.M. Upon roll call, the following members were present: Directors Aldrich Cabildo, Graham Giles, Katherine Howsare, Tanya Ruden and President Gunnare. Director Aaron Applegate and Vice President Cate Newberg were absent.

Approval of Agenda

Director Giles moved, and Director Howsare seconded the motion to approve the agenda as posted. Motion passed with all ayes 5-0.

Report of the Superintendent of Schools

A. U.S. Communities Government Purchasing Alliance

Chris Oltmann, Program Manager with U.S. Communities Government Purchasing Alliance, presented information about the program, vendors, and products. The District has been a member of the group for several years and utilizes some of the contracts established through national bid processes and U.S. Communities.

B. New Course Proposals for 2016-17

Crista Carlisle, Director of Teaching and Learning, requested the Board's approval for three new courses for the 2016-17 school year. The new courses were proposed by teachers, and have been approved by the administration. They are: 1. Sports and Entertainment Marketing, 2. Exploring Computer Applications, and 3. Honors Algebra II and Trigonometry. Director Howsare moved, and Director Giles seconded the motion to approve the three new courses for next school year. Motion passed with all ayes 5-0.

C. Facilities Discussion

Steve Bass, Superintendent, distributed a list of facilities improvement projects compiled last year. Directors discussed prioritizing the list. While the Karen Acres Additions and Renovation is a major project currently underway, the Board will consider the list of other smaller projects as funding allows.

D. Update on SBRC Application for 2014-15 LEP Excess Costs

Shelly Clifford, Chief Financial Officer, reported that she had alerted the Department of Education Finance Team about the omission of open enrollment revenue for LEP in the DE's calculation of LEP excess costs. Therefore, the DE allowed schools to restate their application amounts to reflect their OE revenues. Urbandale's application for budgetary modified allowable growth was changed from \$813,681 to \$750,221 to reflect the District's revenue of \$63,460, for supplemental weighting billed on open enrolled LEP students.

E. Not used

F. First Reading of updates to Board Policy 403

Steve Bass, Superintendent, requested approval of a first reading of Board Policy 403 – Recruitment of Personnel. The proposed changes would allow management to hire personnel in emergency or time-sensitive situations, pending the Board's approval at their next meeting. Director Cabildo moved, and Director Ruden seconded the motion to approve the first reading of updates to Board Policy 403. Motion passed 4-1 with Director Giles voting no.

G. Second and Final Reading of Board Policy 413

Superintendent Bass requested approval of the second reading of Board Policy 413 – Vacations, updated to reflect bargained changes to use of vacation days carried over from prior year. Director Howsare moved, and Director Cabildo seconded the

motion to approve second reading of Board Policy 413. Motion passed with all ayes 5-0.

H. Second and Final Reading of Board Policy 510

Superintendent Bass requested approval of the second and final reading of Board Policy 510 – Eligibility Code, updated to clarify when periods of ineligibility begin. Director Cabildo moved, and Director Howsare seconded the motion to approve the submitted list of District depositories with the maximum limits indicated. Motion passed with all ayes 5-0.

I. Board Policy Timeline Review and Discussion

The Board of Directors and Administrators discussed the timeline and method by which policy series will be reviewed and updated.

J. Board Retreat

Steve Bass, Superintendent, shared information regarding a Board of Directors' retreat. The group discussed using the first meeting each month as a work session, and the second meeting as a regular business meeting. With that idea in mind, Superintendent Bass suggested that the work session meetings in November and December could be used for Board retreat sessions and utilize resources from the IASB.

K. Learning Together Activity

Superintendent Bass shared information with the Board of Directors from the September issue of *Board and Administrator*, a publication for school board members.

Report of the President

President Gunnare suggested that the board meetings scheduled for November 9, and December 7, 2015 be designated as Board Retreat Sessions, and that the Board consider having representatives from the Iowa Association of School Boards facilitate an on-site session at those meetings. Director Howsare moved, and Director Ruden seconded the motion to amend the Board calendar to provide for a Board Retreat on those dates. Motion passed with all ayes 5-0.

President Gunnare shared information about a survey he used to gather information from board members, and also discussed the open records laws for such communications.

Consent Agenda Items

- A. Approval of Monday, September 28, 2015 Board Meeting Minutes
- B. Approval of Open Enrollment
- C. Approval of Personnel Report
- D. Authorization to Pay the List of Bills

Director Ruden moved, and Director Cabildo seconded the motion to approve the consent agenda items A through D as submitted. Motion passed with all ayes 5-0.

Adjourn

Director Ruden moved, and Director Howsare seconded the motion to adjourn the meeting at 8:40 P.M. Motion passed with all ayes 5-0.


Board President 10/26/15
Date

ATTEST:


Board Secretary 10/26/15
Date

These minutes are unofficial until approved by the Board of Directors at their meeting on October 26, 2015