

**URBANDALE COMMUNITY SCHOOL DISTRICT**  
**BOARD OF DIRECTORS' MEETING**  
**MONDAY, OCTOBER 14, 2013**  
**BOARD WORK SESSION – 5:30 P.M.**  
**JENSEN ELEMENTARY SCHOOL – 6301 AURORA AVENUE**  
**BOARD MEETING – 7:00 P.M.**  
**URBANDALE CITY HALL - 3600 86th STREET**  
**ADAM OBRECHT, PRESIDENT**

**Call to Order and Roll Call**

President Adam Obrecht called the work session to order at 5:30 P.M. Upon roll call, the following members were present: Directors Aaron Applegate, Chris Gunnare, Mark Wierson, Vice President Kyle Kruidenier, and President Obrecht. Director Cate Newberg arrived later and Director Graham Giles was absent.

**Approval of Agenda**

Director Wierson moved, and Director Kruidenier seconded the motion to approve the agenda as posted. Motion carried with all ayes 5-0.  
Director Newberg arrived at 5:32 P.M.

**Tour of Jensen Elementary**

Principal Mark Lane updated the Board of Directors about current programming at Jensen Elementary, which will celebrate its 50<sup>th</sup> year in 2014. The Board took a tour of Jensen Elementary School while Jensen teachers Lindie Truitt, Kristi Froscheiser, Barb Doling, Julie Crowley, and Dottie Abrahamson spoke about specific areas of study in their classrooms.

**Discussion with Parents and Staff of Jensen Elementary School**

The Board gave parents and staff the opportunity to discuss issues, suggest ideas, and ask questions concerning Jensen Elementary School.

At 6:30 P.M. President Obrecht announced a Recess until 7:00 P.M.

**Call to Order and Roll Call**

President Adam Obrecht called the work session to order at 7:00 P.M. Upon roll call, the following members were present: Directors Aaron Applegate, Chris Gunnare, Cate Newberg, Mark Wierson, Vice President Kyle Kruidenier, and President Obrecht. Director Graham Giles was absent.

**Approval of Agenda**

Director Wierson moved, and Director Newberg seconded the motion to approve the agenda as posted. Motion passed with all ayes 6-0.

**Student Senate Report**

Middle School Student Senate representatives Leah Ingraham, 8<sup>th</sup> Grade, and Claire Phillips, 7<sup>th</sup> Grade, reported to the Board of Directors about their school's upcoming events and fundraising efforts for the Urbandale Food Pantry

**Communication from the Public**

John Hollebrands, 4217 86<sup>th</sup> Street, spoke to the board about the high cost of special education programming, noting that special education costs, as a percentage of total general fund expenses is much higher than the percentage of Urbandale students being served in the program.

### **Consent Agenda Items**

- A. Monday, September 30, 2013 as submitted,
  - B. Open Enrollment of six students into the district, and two students enrolling out for the 2013-2014 school year. No students into the district, and one student out of the district for the 2014-2015 school year,
  - C. Personnel Report as submitted,
  - D. Out of State Travel Requests for Jaywalkers Regional Dance Competitions in Glenview, IL and Bloomington, MN
  - E. Updated 2013 – 2014 Board of Directors’ Meeting Schedule,
- Director Gunnare moved, and Director Kruidenier seconded the motion to approve the consent agenda items A through E as submitted. Motion passed with all ayes 6-0.

### **Report of the Superintendent of Schools**

- A. Denise Woody with Jim Shipley & Associates Presentation  
Denise Woody, Jim Shipley & Associates, visited with Board members about Board priorities and process. She presented a School Board Resource Guide, outlining a systems approach for District improvement and performance excellence.
- B. Superintendent’s Goals for 2013 - 2014  
Dr. Doug Stilwell, Superintendent, presented his goals and initiatives for the 2013 – 2014 school year. Director Gunnare moved, and Director Newberg seconded the motion to approve the Superintendent’s Goals for the 2013 - 2014 school year. Motion passed with all ayes 6-0.
- C. Certified Enrollment Update  
Dr. Doug Stilwell, Superintendent, updated Board members on the Certified Enrollment. With resident enrollment slightly down, and open enrollment significantly higher, the weighted net change for total students served is an increase of 47 students over prior year.
- D. Line Item Budget Review and Acceptance  
Shelly Clifford, Chief Financial Officer, presented the Line Item Budget Summary to the Board for acceptance. She noted that while totals for each fund will remain the same, there may be some changes in individual line item totals as each principal and director transfers their allocations according to planned expenditures. Director Wierson moved, and Director Gunnare seconded the motion to accept the line item budget as presented. Motion passed with all ayes 6-0.
- E. Purchasing Card Program Discussion  
Shelly Clifford, Chief Financial Officer, provided the Board with further information on a Purchasing Order (P-card) program for the District. Ms. Clifford will submit a resolution necessary to implement the program at the next meeting for the Board’s consideration.
- F. Board Policy Revisions

Dr. Doug Stilwell, Superintendent, discussed with Board members the timeline for Board Policy Series 700 review and Civil Rights Board Policy audit.

G. Authorization to Pay Bills

Shelly Clifford, Chief Financial Officer, requested approval to pay the bills as submitted, totaling \$303,976.65. Director Newberg moved, and Director Wierson seconded the motion to approve the payment of bills as submitted. Motion passed with all ayes 6-0.

**Report of the President**

President Obrecht led discussion on Board Goals and Board Committees for 2013 – 2014

**Adjourn**

Director Newberg moved, and Director Wierson seconded the motion to adjourn the meeting at 8:50 P.M. Motion passed with all ayes 6-0.

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Board President Date

ATTEST:

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Board Secretary Date

These minutes are unofficial until approved by the Board of Directors at their meeting on October 28, 2013.