

**URBANDALE COMMUNITY SCHOOL DISTRICT  
BOARD OF DIRECTORS' MEETING  
MONDAY, APRIL 11, 2016 – 6:00 P.M.  
URBANDALE MIDDLE SCHOOL – 7701 AURORA AVENUE  
CHRIS GUNNARE, PRESIDENT**

**Call to Order and Roll Call**

Vice President Cate Newberg called the board meeting to order at 6.00 P.M. Upon roll call, the following members were present: Directors Aaron Applegate, Aldrich Cabildo, Graham Giles, Katherine Howsare, Tanya Ruden, and Vice President Newberg. President Chris Gunnare was absent.

**Approval of Agenda**

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

**Urbandale Middle School Tour and the Middle School PTO.**

Loren DeKruyf, Principal of the Urbandale Middle School led Directors and other attendees on a tour of the Middle School facility. Afterwards, he and other Administrators participated in discussion of Middle School topics with Directors.

**Public Hearing for 2016-17 Certified Budget**

Just after 7:00 P.M., Vice President Newberg announced that now was the time and place scheduled for the public hearing regarding the 2016-17 Certified Budget. Shelly Clifford, Chief Financial Officer, presented information about the District's Certified Budget for 2016-2017. She reported that the District is financially healthy, with key financial indicators within IASB-established ranges and District targets. Ms. Clifford reported that while low budget growth in fiscal year 2015-16 will cause the solvency and unspent authorized budget (UAB) to decline, projections show increases for both solvency and UAB during fiscal year 2016-17. The proposed tax rate for fiscal year 2016-17 is \$17.70, a five cent decrease from prior year. No persons from the public came forward to comment and the hearing was closed.

**Adoption of 2016-2017 Certified Budget**

Director Howsare moved, and Director Giles seconded the motion to adopt the 2016-17 Certified Budget as published and as presented. Upon roll call vote, the motion passed with all ayes 6-0.

**Public Hearing for 2016-17 Metro West Learning Academy Calendar**

Vice President Newberg announced the opportunity for public comments to be heard about the Metro West Learning Academy Calendar for 2016-17. No persons from the public came forward to comment and the hearing was closed.

**Consent Agenda Items**

- A. Approval of November 23, 2015 Board Meeting Minutes
- B. Approval of December 21, 2015 Board Meeting Minutes
- C. Approval of March 28, 2016 Board Meeting Minutes
- D. Approval of the Personnel Report
- E. Approval of the Renewal of the Wellmark Health and Dental Benefits
- F. Approval in the 2016-2017 Metro West Learning Academy Calendar
- G. Approval of the Change Order regarding Karen Acres Renovations
- H. Approval of the MidAmerican Underground Electric Line Easement
- I. Approval of Agreements with Lifetouch Co. for Elementary Yearbooks Publication

Director Cabildo moved, and Director Giles seconded the motion to approve the consent agenda items A through I as submitted. Motion passed with all ayes 6-0.

**Class Size Discussion**

Steve Bass, Superintendent, lead discussions regarding class sizes for the upcoming 2016-2017 school year. Mark Lane, Director of Human Resources discussed the ratio of Elementary students per teacher and the District minimum and maximum targets for class size. Dr. Keri Schlueter, Director of Student Services, discussed how Kindergarten students, new students, and open-enrolled students are assigned to the six Elementary attendance centers.

As several parents had attended the meeting with intention to speak about this topic, time for Communication from the Public occurred during this agenda item. John Hollabrands, 4217 86<sup>th</sup> Street, suggested that the timeline of the Elementary Master Plan may need to be revised to address facility limitations that may contribute to class size constraints. Megan Daughenbaugh, 7322 Maple Drive, Sarah Cabildo, 3400 Elm Drive, and Michelle Rasmussen, Karen Acres 1<sup>st</sup> grade Teacher, voiced concerns about larger class sizes for Kindergarten and 1<sup>st</sup> grade students. Ghinwa Alameen, 3610 Elm Drive, urged District leaders to focus on teacher to student ratios in K-2 grades, and the possibility of adding part-time teachers to help in larger classes.

**Goal Setting with the Board of Directors**

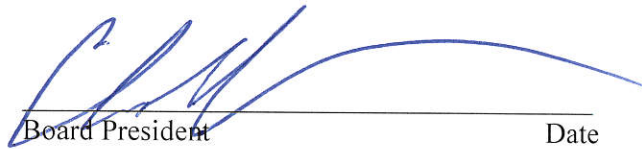
Denise Wood, Director of Quality and Continual Improvement, facilitated a work session with Directors to develop action plans for the two board goals they had written.

**Discussion of Other Matters**

Shelly Clifford reported that Josh Whitver, Information Technology Manager, suggested that the District consider wireless Timeclock installations, instead of hard wiring them in specific locations throughout the buildings. Therefore, a revised proposal will be submitted for Board of Directors' approval at the next meeting.

**Adjourn**

Director Cabildo moved, and Director Giles seconded the motion to adjourn the meeting at 10:30 P.M. Motion passed with all ayes 6-0.

  
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Board President Date

ATTEST:

 4/25/16  
\_\_\_\_\_  
Board Secretary Date

These minutes are unofficial until approved by the Board of Directors at their meeting on April 25, 2016.