

**URBANDALE COMMUNITY SCHOOL DISTRICT
BOARD OF DIRECTORS' MEETING
MONDAY, JUNE 15, 2015
BOARD MEETING – 5:30 P.M.
URBANDALE HIGH SCHOOL – 7111 AURORA AVENUE
CHRIS GUNNARE, PRESIDENT**

AGENDA

Call to Order and Roll Call

President Chris Gunnare called the board meeting to order at 5:32 P.M. Upon roll call, the following members were present: Directors Aaron Applegate, Mark Wierson, Adam Obrecht and President Gunnare. Vice President Cate Newberg arrived later and Directors Graham Giles and Kyle Kruidenier were absent.

Approval of Agenda

Director Wierson moved, and Director Applegate seconded the motion to approve the agenda, amended to allow for a change in order of the topics later in the meeting, such as Discussion of Other Matters, so that the public hearing is held at 7 PM or later as was published. Motion passed with all ayes 4-0.

Communication from the Public

John Hollabrands, 4217 86th Street, questioned whether the upcoming meeting agendas are being posted to the website in a timely manner. He also mentioned that tonight was Dr. Doug Stilwell's final meeting with the Board of Directors before his official retirement on June 30, and Mr. Hollabrands expressed his appreciation to him for excellent leadership as Superintendent.

Report of the Superintendent of Schools

A. Approval to Publish Hearing Notice and Bidding Process on the Karen Acres Project

Jim Huse, architect with DLR Group updated the Board of Directors on soil testing at the Karen Acres Site, and presented the documents for a public hearing and bidding process for the project. Vice President Newberg moved, and Director Applegate seconded the motion to approve the publication of the hearing notice and bidding procedures for the Karen Acres Elementary School addition and renovation project. Motion passed with all ayes 5-0.

B. Building End of Year Reports

Building Principals submitted their end of the year reports and were available to answer questions as the Board reviewed them.

C. Activities Report

Dr. William Watson, Activities and Community Education Director, provided an overview of the District's Activities program and goals for the future. He reported that there were 1200 participants in 26 activities programs at the high school, and more than 130 individuals work in a coaching or directing capacity. Dr. Watson also updated the Board about the Community Education Program, completing its third year. Goals for the future include the addition of intramural sports, along with expanded course offerings and Parent University.

D. Busing

Shelly Clifford, Chief Financial Officer, submitted school bus transportation costs and charter bus costs for non-route student transportation as requested. The Board discussed the possibility of setting policy on when charters are to be used instead of transportation via school buses for non-route student activities trips.

E. Special Education

Shelly Clifford, Chief Financial Officer, presented information on Special Education Program costs, as requested by the Board of Directors. Ms. Clifford, along with Jason Volmer, Coordinator of Special Education, and Maggie Lichtenberg, Human Resources Manager, conducted a review to verify labor costs. Ms. Clifford also reviewed teacher associate comparisons by fiscal year for total hours worked. An accounting error involving one staff member had already been corrected at the time of reporting, and Ms. Clifford's summary of findings indicated that no other material discrepancies were found. She concluded that the expenses shown on the District's Special Education Report were correct as certified in September 2014. There was no further discussion, nor any further requests by the Board on this topic.

F. Open Items

The Board discussed the possibility of identifying topics to be addressed at future meetings.

G. Accomplishments

Dr. Doug Stilwell, Superintendent, will retire on June 30, 2015. He shared a list of District accomplishments during his 10 years with Urbandale Schools, categorized according to several strategic plan initiatives.

Consent Agenda Items

- A. Approval of Monday, June 1, 2015 Board Meeting Minutes
- B. Approval of Open Enrollment
- C. Approval of Personnel Report
- D. Approval of Synergy Dance Choreography Contract 2015-2016
- E. Approval of Agreement for Drives Education Services
- F. Approval of Student Information Management Summer Proposal
- G. Approval of Contract with Gaggle – Archiving Email
- H. Approval of Contract with Gaggle – Safety Management

- I. Approval of JuiceBox Agreement – Website Code Repair Costs
- J. Approval of Secondary Internet Connection Contract with Mediacom
- K. Acceptance of Financial reports for May
- L. Authorization to Pay Bills

Director Applegate moved, and Director Wierson seconded the motion to approve the consent agenda items A through L as submitted. Motion passed with all ayes 7-0.

Report of the President

Dena Soenke, Communications Partner, and Superintendent Stilwell, presented a draft of a proposed District poster, highlighting District programs and strengths.

Public Hearing - Instruction Support Levy

At the designated time, Vice President Newberg announced the start of a public hearing on continuance of the District's Instructional Support Levy. No persons from the public came forward to comment, and the hearing was closed.

Continuance of the Instructional Support Levy

Director Wierson introduced a resolution to continue the District's Instructional Support Levy for a period of five years at an amount not to exceed 10% of regular program cost, and moved for its approval. Director Obrecht seconded the motion, and at roll call vote the measure was unanimously approved with all ayes 4-0.

Discussion of Other Matters


Dr. Stilwell stated that it had been his pleasure to serve as Superintendent at Urbandale and communicated his best wishes for the Board and District staff members.

Adjourn

Director Wierson moved, and Director Applegate seconded the motion to adjourn the meeting. Motion passed with all ayes 4-0.


Board President _____ Date _____

ATTEST:


Board Secretary _____ Date 7/13/15

These minutes are unofficial until approved by the Board of Directors at their meeting on July 13, 2015.