

**URBANDALE COMMUNITY SCHOOL DISTRICT**  
**BOARD OF DIRECTORS' MEETING**  
**URBANDALE CITY HALL – 3600 86<sup>th</sup> STREET**  
**MONDAY, JANUARY 21, 2013**  
**BOARD MEETING – 7:00 P.M.**  
**ADAM OBRECHT, PRESIDENT**

**I. Call to Order and Roll Call**

President Adam Obrecht called the board meeting to order at 7:00 P.M. At roll call, the following Directors were present: Directors Jeff Farrell, Mark Wierson, Vice President Ryan Judas, and President Obrecht. Directors Kyle Kruidenier, Cate Newberg, and Shawn St. John were absent.

**II. Approval of Agenda**

Director Wierson moved, and Vice President Judas seconded the motion to approve the agenda as posted. Motion passed with all ayes 4-0.

**III. Communication from the Public**

There was none

**IV. Good News**

UCSD elementary students were the recipients of 200 items of shoes, boots, snow pant and other clothing items provided by the Shoes That Fit Program. This year was the first year that UCSD participated in the program. Community member, Mary Paulson made the connection for UCSD to participate in the program and the districts Facilitators of Family Outreach organized and distributed the items to the students.

**V. Quality Update/Student TEAMS**

Urbandale High School students Aaron Jones, Steve Maynard, Sam Johnson, Will Admussen, Michael Clinkscales, and Parker Howard participated in the Student TEAMS project focusing on STEM (Science, Technology, Engineering, and Math) in Iowa. The group utilized Quality Tools in conducting their project research about High School STEM curriculum, and presented their data, conclusions, and recommendations to the Board of Directors.

**VI. Consent Agenda Items**

- A. Monday, January 7, 2013 Board Minutes as submitted,
- B. Open Enrollment of seven students into the district, and one enrolling out for the 2012-2013 school year. Open Enrollment for one student into the district was denied for the 2012-13 school year. One student into the district, and two students out of the district for the 2013-2014 school year,
- C. Personnel Report as submitted,
- D. Approval of Board Meeting Dates for 2013-2014,

Director Farrell moved, and Director Wierson seconded the motion to approve the consent agenda items A through D as submitted. Motion passed with all ayes 4-0.

## **VII. Report of the Superintendent of Schools**

### **A. Discussion and Approval of First Reading of Board Policies in Series 100 – Educational Philosophy, 500 – Student Personnel, and 600 – Educational Programs.**

The Board of Directors discussed updated policies in each series.

Director Wierson moved, and Vice President Judas seconded the motion to approve the first reading of Board Policy Series 100 – Educational Philosophy. Motion passed with all ayes 4-0.

Director Farrell moved, and Vice President Judas seconded the motion to approve the first reading of Board Policy Series 500 – Student Personnel. Motion passed with all ayes 4-0.

Director Wierson moved, and Director Farrell seconded the motion to approve the first reading of Board Policy Series 600 – Educational Programs. Motion passed with all ayes 4-0.

### **B. Results of Planning/Zoning Meeting Regarding Webster Parking Lot**

Superintendent Dr. Stilwell updated the Board of Directors on the parking lot expansion project, recently approved by the City of Urbandale Planning and Zoning Department. DLR Group prepared the plans, specifications, and other bid documents, and a public hearing will be held to allow for public comments on the project. Chief Financial Officer Shelly Clifford reviewed the documents with the Directors, noting changes made with regard to insurance requirements and recommendations by legal counsel.

Director Farrell moved, and Director Wierson seconded the motion to approve publication of the Notice of Hearing on Plans, Specifications, Form of Contract and Estimated Cost for Webster Elementary School – Parking Lot Expansion project, and set a hearing date of February 18, 2013 in the Media Center at Urbandale High School, 7111 Aurora Avenue, Urbandale, Iowa. Motion passed with all ayes 4-0.

Director Farrell moved, and Vice President Judas seconded the motion to approve the contract documents, including the Advertisement to Bid, Instructions to Bidders, and the General and Supplementary Conditions of the Contract for construction. Motion passed with all ayes, 4-0.

### **D. Accept the Financial Report**

Shelly Clifford, Chief Financial Officer, reviewed the financial reports through December 2012, and reported that the District's revenues and expenses are on track with the operating budget according to analysis at the mid-point of fiscal year. Director Farrell moved, and Vice President Judas seconded the motion to accept the financial reports through December 2012 as submitted. Motion passed with all ayes 4-0.

E. Authorization to Pay Bills

Shelly Clifford, Chief Financial Officer, requested Board authorization to pay bills as submitted. Vice President Judas moved, and Director Farrell seconded the motion to pay the bills as submitted, totaling \$496,622.12. Motion passed with all ayes 4-0.

**VIII. Report of the President**

President Obrecht reported on upcoming Chamber of Commerce meetings with elected officials, and the Administration's progress on Strategic Planning.

**IX. Discussion of Other Matters**

Shelly Clifford, Chief Financial Officer, reported that the District is conducting a Request for Proposal process in cooperation with the Waukee CSD to obtain competitive bids on contracted Student Transportation Services for the three-year period beginning July 1, 2013. Ms. Clifford anticipated that the successful bidder's negotiated contract will be available for the Board's consideration in March of 2013.

Superintendent Stilwell urged Board Members and others to contact State Legislators, to communicate the need for action on increased budgetary allowable growth for Iowa schools.

**X. Closed Session**

A. Mid-Term Evaluation of Superintendent

In open session at approximately 8:45 P.M., Director Farrell moved, and Vice President Judas seconded the motion to enter into closed session for the purpose of the Superintendent's mid-year review, pursuant to Section 21.5(1)(i) of the Code of Iowa, and as requested by the individual to evaluate the professional competency of the individual whose appointment, hiring, performance, or discharge is being considered to prevent needless and irreparable injury to that individual's reputation. Upon roll call vote, motion passed with all ayes 4-0.

B. Return to Open Session

The Board of Directors returned to open session at 9:20 P.M.

**XI. Adjourn**

Vice President Judas moved, and Director Wierson seconded the motion to adjourn the meeting at 9:20 P.M. Motion passed with all ayes 4-0.

  
Board President 2.4.13  
Date

ATTEST:

  
Board Secretary 2/4/13  
Date

These minutes are unofficial until approved by the Board of Directors at their meeting on February 4, 2013.