

URBANDALE COMMUNITY SCHOOL DISTRICT
BOARD OF DIRECTORS' MEETING
MONDAY, DECEMBER 22, 2014
BOARD WORK SESSION – 6:00 P.M.
URBANDALE CITY HALL – 3600 86TH STREET
BOARD MEETING – 7:00 P.M.
URBANDALE CITY HALL – 3600 86TH STREET
CHRIS GUNNARE, PRESIDENT

Call to Order and Roll Call

President Chris Gunnare called the board work session to order at 6:00 P.M. Upon roll call, the following members were present: Directors Aaron Applegate, Graham Giles, Kyle Kruidenier, Adam Obrecht, Mark Wierson, Vice President Cate Newberg, and President Gunnare. No members were absent.

Approval of Agenda

Vice President Newberg moved, and Director Giles seconded the motion to approve the agenda as posted. Motion passed with all ayes 7-0.

Superintendent's Replacement Process

Board members discussed the process by which they will replace current Superintendent Dr. Stilwell, who recently announced plans to retire on June 30, 2015.

At 6:55 P.M. President Gunnare announced a short Recess before the regular 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 Aaron Applegate, Graham Giles, Kyle Kruidenier, Adam Obrecht, Mark Wierson, Vice President Cate Newberg, and President Gunnare. No members were absent.

Approval of Agenda

Director Wierson moved, and Director Obrecht seconded the motion to approve the agenda as posted. Motion passed with all ayes 7-0.

Consent Agenda Items

- A. Minutes of the Monday, December 8, 2014 Board meeting as submitted,
- B. Open Enrollment of four students into the district, and one student enrolling out for the 2014 – 2015 school year; open enrollment of two students into the district, and one student enrolling out for the 2015 – 2016 school year,
- C. Personnel Report as submitted,

- D. Approval of Agreement to Serve as Dissemination Agent for Secondary Market Disclosure between Piper Jaffray & Co. and Urbandale Community School District.
 - E. Approval to Purchase 2 Sharp MX5140N Copy Machines for use by the Activities Department, Performing Arts Groups, and Community Education Departments.
 - F. Approval to sell District Owned Vehicle – 2000 Chevy Venture
- Vice President Newberg moved, and Director Obrecht seconded the motion to approve the consent agenda items A through F as submitted. Motion passed with all ayes 7-0.

Report of the Superintendent of Schools

A. Calendar Changes for 2015-2016

Superintendent Dr. Stilwell discussed the 2015-16 school calendar changes, recommended to align Urbandale's spring break week with other surrounding school districts. The updated calendar now indicates spring break will be March 14 – 18, 2016, with March 11, 2016 as a Recess Day. Vice President Newberg moved, and Director Obrecht seconded the motion to update both the traditional school calendar and the Rolling Green Elementary flex school calendar to reflect these changes. Motion passed with all ayes 7-0.

B. Weather Related Make-up Days

Dr. Stilwell recommended that the Board adopt a plan for school make-up days for weather related cancellations that will align with the 1080 hour school calendar for the 2014-15 school year. The plan designates May 28 and May 29, 2015 as make-up days for school cancellations. If three or four days of school are cancelled, students would be required to make up only two days on May 28th 29th. If five days of school are cancelled due to weather, student would make-up only four days on Thursday, May 28 through Tuesday, June 2, 2015. If six or more days are cancelled, the plan for make-up days would be determined later. In all cases, staff would still complete the appropriate number of working days beyond student contact days to fulfill their contracts. Director Obrecht moved, and Director Wiersen seconded the motion to approve the Make-up plan as proposed. Motion passed 6-1 with Director Kruidenier voting no.

C. PPEL Update

Communications Partner, Dena Soenke presented the informational flyer that was created for distribution in the community. Directors discussed the upcoming PPEL vote scheduled for February 3rd, 2015, and the various community meetings where information will be shared with voters.

D. Facility Improvements

Rob Collins, DLR Architect, and members of the Board Facility and Finance Committee led discussion on facility improvements relative to the PPEL campaign. President Gunnare moved, and Director Obrecht seconded the motion to designate

Karen Acres Elementary as the site where Elementary Master Plan renovations will begin. In future years, projects at Jensen, Olmsted, Rolling Green, and Valerius Elementary Schools will be scheduled, along with new athletic facilities, a maintenance facility, and other projects, as funding allows. Motion passed with all ayes 7-0.

E. Approval of AIA Contract

Board members discussed the AIA Amendment to the Professional Services Agreement with DLR Group for the Karen Acres Elementary Addition and Remodel project. The Board delayed action on the document until revisions could be made to clearly articulate their approval for architectural services on the Karen Acres project only, and not the future projects mentioned within the Elementary Master Plan.

F. Approval of Financial Reports

Shelly Clifford, Chief Financial Officer, submitted financial reports for November, 2014. Director Obrecht moved, and Director Wierson seconded the motion to accept the financial reports for November 2014. Motion passed with all ayes 7-0.

G. Authorization to Pay Bills

Shelly Clifford, Chief Financial Officer, requested approval to pay the bills as submitted, totaling \$389,058.21. After questions and discussion, Vice President Newberg moved, and Director Applegate seconded the motion to approve the payment of bills as submitted. Motion passed with all ayes 7-0.

Discussion of Other Matters

The Board discussed the AIA document and planned a special board meeting for Friday, December 26, to review and approve a revised document.

Adjourn

Director Obrecht moved, and Vice President Newberg seconded the motion to adjourn the meeting at 8:55 P.M. Motion passed with all ayes 7-0.

ATTEST:


Board Secretary Date


Board President

1-19-15
Date

These minutes are unofficial until approved by the Board of Directors at their meeting on January 19, 2015.