

**URBANDALE COMMUNITY SCHOOL DISTRICT  
BOARD OF DIRECTORS' MEETING  
MONDAY, DECEMBER 8, 2014  
BOARD WORK SESSION – 5:30 P.M.  
URBANDALE CITY HALL – 3600 86<sup>TH</sup> STREET  
BOARD MEETING – 7:00 P.M.  
URBANDALE CITY HALL – 3600 86<sup>TH</sup> STREET  
CHRIS GUNNARE, PRESIDENT**

**Call to Order and Roll Call**

President Chris Gunnare called the board work session to order at 5:35 P.M. Upon roll call, the following members were present: Directors Aaron Applegate, Graham Giles, Mark Wierson, Vice President Cate Newberg, and President Gunnare. Directors Kyle Kruidenier and Adam Obrecht 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 5-0.

**Board Mission Statement**

Denise Wood, Coordinator of Quality and Continuous Improvement, facilitated the mission statement work, using the Affinity Diagram tool, an interactive data collection method that allows groups of people, in a short amount of time, to identify and sort large quantities of ideas. Board members gathered components of the mission statement and will now work at refining the document.

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

**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, Mark Wierson, Vice President Cate Newberg, and President Gunnare. Director Adam Obrecht was absent.

**Approval of Agenda**

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

**Student Senate Report**

UMS Student Senate Representatives Taryn Robertson and Max Carver updated the Board of Directors about upcoming events and fundraising efforts. Riley Hays, UHS

Student Senate Treasurer, reported on upcoming events, Student Senate goal setting, and their study of Roberts Rules of Order.

### **Consent Agenda Items**

- A. Minutes of the Monday, November 24, 2014 Board meeting as submitted,
- B. Open Enrollment of four students into the district, and no students enrolling out for the 2014 – 2015 school year; open enrollment of one student into the district, and no students enrolling out for the 2015 – 2016 school year,
- C. Personnel Report and two addendums as submitted, including the Superintendent's intent to retire at June 30, 2015
- D. Urbandale High School 2015 Early Graduates.

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

### **Quality Update**

Seventh grade language arts teacher, Lance McConnell, and students Taylor Tiffin, Cassie Swacker, and Peter Shumacher spoke to the Board of Directors about how Q/CI is impacting learning in Mr. McConnell's class.

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

#### **A. Accept Audit for 2013-2014**

Jeff Van Maanen, CPA with Van Maanen, Sietstra, Meyer & Nikkel, PC, and Shelly Clifford, Chief Financial Officer, presented and answered questions concerning the District Audit for FY 2013-2014. Mr. Van Maanen indicated that the District's finances were in favorable position and accounting practices were very good. Director Wierson moved, and Vice President Newberg seconded the motion to accept the District Audit for FY 2013-2014. Motion passed with all ayes 6-0.

#### **B. Approval of the Modified Allowable Growth Application for Dropout Prevention**

Dr. Keri Schlueter, Coordinator of Student Services, presented for Board approval the District's 2015-16 Modified Allowable Growth Application for Dropout Prevention in the amount of \$734,006. Director Wierson moved, and Director Kruidenier seconded the motion to approve the application for Modified Allowable Growth for 2015-16 dropout prevention as presented. Motion passed with all ayes 6-0.

#### **G. School Cancellation Make-up Days**

Dr. Doug Stilwell, Superintendent, and the Board of Directors discussed the school calendar with regard to possible weather cancellation (snow days) and make-up days. Because the District calendar now relates to hours of instructional time instead of days, there is more flexibility in decisions to make up the snow days or not. More discussion is planned for a later meeting.

G. New Course Proposals

Crista Carlile, Director of Teaching and Learning, presented three new course proposals for Board approval, Urbandale High School AP Environmental Science, Wood Technology II, and Student TEAMS. Director Wierson moved, and Director Giles seconded the motion to approve three new Urbandale High School courses, AP Environmental Science, Wood Technology II, and Student TEAMS as proposed. Motion passed with all ayes 6-0.

E. English Graduation Requirements

Crista Carlile, Director of Teaching and Learning, proposed recommendations for changes in the English Graduation Requirements at Urbandale High School. Vice President Newberg moved, and Director Kruidenier seconded the motion to approve the English Graduation Requirements to match the new courses that will be offered in the English Department: Persuasive Writing & Non-Fiction Elective (Strand A Course) and Narrative Writing & Fiction Elective (Strand B Course). Motion passed with all ayes 6-0.

F. PPEL Vote

Dena Soenke, Communications Partner, and Dr. Doug Stilwell, Superintendent, updated the Board of Directors about committee work and informational items being created to communicate with the public about the upcoming PPEL election.

G. Authorization to Pay Bills

Shelly Clifford, Chief Financial Officer, requested approval to pay the bills as submitted, totaling \$437,410.69. Director Giles moved, and Director Kruidenier seconded the motion to approve the payment of bills as submitted. Motion passed with all ayes 6-0.

**Report of the President**

President Gunnare suggested that the upcoming December 22<sup>nd</sup> meeting include a Board of Directors' work session for planning purposes, in light of the Superintendent's retirement announcement.

**Adjourn**

Vice President Newberg moved, and Director Giles seconded the motion to adjourn the meeting at 9:15P.M. Motion passed with all ayes 6-0.

  
Board President

  
Date

ATTEST:

Shelly Cliford 2/16/15  
Board Secretary Date

These minutes are unofficial until approved by the Board of Directors at their meeting on December 22, 2014.