

**URBANDALE COMMUNITY SCHOOL DISTRICT
BOARD OF DIRECTORS' MEETING
MONDAY, MARCH 23, 2015
WORK SESSION – 5:30 P.M.
VALERIUS ELEMENTARY SCHOOL – 3305 92ND STREET
BOARD MEETING – 7:00 P.M.
URBANDALE CITY HALL – 3600 86TH STREET
CHRIS GUNNARE, PRESIDENT**

Call to Order and Roll Call

Director Adam Obrecht called the board meeting to order at 5:30 P.M. Upon roll call, the following members were present: Directors Aaron Applegate, Graham Giles, Kyle Kruidenier, Mark Wierson, Vice President Cate Newberg.

Approval of Agenda

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

Valerius Update

Presentation by Meredith Mauro.

30-Minute Recess between Work Session and Board Meeting

Call to Order and Roll Call

Director Adam Obrecht called the board meeting to order at 7:20 P.M. Upon roll call, the following members were present: Directors Aaron Applegate, Graham Giles, Kyle Kruidenier, Mark Wierson, Vice President Cate Newberg. President Chris Gunnare was absent.

Approval of Acting Board Secretary

Director Wierson moved, and Director Giles seconded the motion to approve Dena Soenke as the Acting Board Secretary for the meeting. Motion passed with all ayes 6 - 0.

Approval of Agenda

Director Newberg moved, and Director Kruidenier seconded the motion to approve the agenda with the removal of section "VI. A. Special Education Update" per request from President Chris Gunnare. Motion passed with all ayes 6 - 0.

Consent Agenda Items

- A. Approval of Open Enrollment
- B. Approval of Personnel Report

- C. Approval of Out-of-State Travel Request for Urbandale High School DECA Chapter to International DECA Career Development Conference, Orlando, Florida, April 24 – 29, 2015.

Denise Wood introduced the Instructional Coaches for the 2015-16 school year. Present were: Angie Lorenz, 3rd grade teacher at Jensen; Kori Maggart, 5th grade teacher at Jensen; Lance McConnell, 7th grade literacy teacher at UMS; Jill Miller, Kindergarten teacher at Webster; and Katie Sevald, Kindergarten teacher at Jensen. Unable to attend: Olga Barnes, ESL teacher at Olmsted; Cynthia Wohlford, Special Education teacher at Webster. Director Wierson moved, and Director Applegate seconded the motion to approve the consent agenda items A through C as submitted. Motion passed with all ayes 6 – 0.

Budget Amendments and Public Hearing Dates

- A. Discussion & Approval of Proposed Budget Publication for 2015-2016

Shelly Clifford, Chief Financial Officer, had submitted the reports detailing the District's Proposed Certified Budget for fiscal year 2015 -2016. The Legislature has not acted to set the Supplemental State Aid (SSA) percentage of budget growth for the 2015 - 2016 budget year. Therefore, Ms. Clifford requested approval of an estimated Certified Budget, to be submitted on April 15th as required, which provides flexibility for changes after the Legislature has set the SSA. Director Wierson moved, and Director Newberg seconded the motion to approve the estimated Certified Budget. Motion passed with all ayes 6 – 0.

- B. Set Public Hearing Date for 2015 - 2016 Certified Budget Adoption

Director Newberg moved, and Director Kruidenier seconded the motion to approve a public hearing date of 7:00 P.M. on April 6, 2015 at Urbandale City Hall, 3600 86th Street, Urbandale, Iowa for the purpose of hearing public comments on the 2015 - 2016 Proposed Certified Budget. Motion passed with all ayes 6 – 0.

- C. Approve Budget Amendment for 2014 - 2015

Shelly Clifford, CFO, has submitted a Budget Amendment for the current 2014 – 2015 fiscal year, for the purpose of increasing certain expenses in three of the four functional areas of the Certified Budget. Certain revenues are expected to be in excess of the original Certified Budget for 2014 - 2015 and therefore, Ms. Clifford requests an increase in related expense estimates. Director Wierson moved, and Director Applegate seconded the motion to approve an increase in related expense estimates. Motion passed with all ayes 6 – 0.

- D. Set Public Hearing Date for 2014-2015 Budget Amendment

Director Newberg moved, and Director Kruidenier seconded the motion to approve a public hearing date of 7:00 P.M. on April 6, 2015 at Urbandale City Hall, 3600 86th Street, Urbandale, Iowa for the purpose of hearing public comments about the 2014 - 2015 Certified Budget Amendment. Motion passed with all ayes 6 – 0.

Report of the Superintendent of Schools

A. Special Education Update (Removed from agenda.)

B. Cabin Fever Day

Dr. Doug Stilwell, Superintendent, shared a video and provided an update on Cabin Fever Day.

C. Discussion and Approval of 2015 – 2016 “Alternate” Calendar Selection

Dr. Doug Stilwell, Superintendent, will discuss some calendar options that exist relative to the early start waiver date.

Director Giles shared concern regarding shortening the school year to 175 days. He indicated he would prefer to consider other options such as removing the week of spring break than having the school year extend into June.

Directors Kruidenier, Newberg, Applegate, and Obrecht shared their preference for Calendar “C” as they would prefer to keep a week for spring break in the calendar. Dr. Stilwell shared his preference for Calendar “A” and Calendar “C” and mentioned the possibility of considering a 177-day calendar. Director Obrecht requested that the October Professional Development Day coincide with Columbus Day if possible.

Director Obrecht requested Dr. Stilwell and the District explore the option of adding five to seven minutes to each school day as it would equal an additional 14 hours of contract time (based on adding five minutes). Dr. Stilwell to review the option of adding five to seven minutes to the school day with District staff and determine the impact for teacher planning time, busing, and general scheduling logistics and report back to the Board.

Director Wierson moved, and Director Applegate seconded the motion to approve the alternate calendar options as presented in Calendar “C” with Dr. Stilwell reporting back to the Board regarding the viability of adding five to seven minutes to the school day. Motion passed 5 – 1 with Director Giles voting no.

D. Budget Guarantee Resolution

Shelly Clifford, Chief Financial Officer, requests the Board of Directors levy property tax for fiscal year 2015 - 2016 for a regular program budget adjustment as allowed

under section 257.14, Code of Iowa. The budget guarantee will be applied to the District's funding formula, depending on the final Legislated budget growth percentage. Director Wierson moved, and Director Newberg seconded the motion to approve the levying of local property tax for budget guarantee for fiscal year 2015-2016, as allowed under Iowa Code section 257.14. Motion passed 6 -0.

E. Discussion & Approval of Karen Acres Construction Plan

Dr. Doug Stilwell, Superintendent, led a discussion regarding planning for the Karen Acres construction project. DLR Group presented schematic plans. The intention of the plans is to provide a general direction for design and budget. The plans are still in the beginning stages of the project; thus, this is the time to vet issues, concerns, and ideas as these items could be added or removed ("add alternates") based on prioritizing needs and budget parameters. An area for exploration will be the needs of Food Service including abilities to serve hot/cold meals, storage, and preparation space—this will be explored during the Design Development stage. The Board requested DLR Group to consider the most effective way to reconfigure classrooms in terms of integrating technology (e.g. projection wall), location of entry points, walls, bathrooms, etc. Director Wierson moved, and Director Newberg seconded the motion to have DLR Group move to the next phase of design based on the schematic plan. Motion passed 6 -0.

F. Discussion & Approval of Second Reading of Board Policies as Identified

Dr. Doug Stilwell, Superintendent, asked the Board Members to approve the second reading of Board Policies in the 800 Series – Business Procedures and 900 Series – Building and Sites. Director Giles suggested a revision to Board Policy 814 to include a minimum of three bids; currently states a minimum of two bids. There was not a second; thus this motion failed. Director Newberg moved and Director Kruidenier seconded the motion to approve the second reading of Board Policies in the 800 Series. Motion passed with all ayes 6 - 0.

Director Newberg had questions for Dr. Stilwell, Superintendent, in regard to Board Policy 910 and 924. Dr. Stilwell will review policies and respond to the Board's questions prior to the next reading. Director Giles moved and Director Newberg seconded the motion to table the second reading of Board Policies in the 900 Series. Motion passed with all ayes 6 – 0.

F. Authorization to Pay Bills

Shelly Clifford, Chief Financial Officer, requested approval to pay the bills as submitted, totaling \$598,152.80. Director Wierson moved, and Director Obrecht seconded the motion to approve the payment of bills as submitted. Motion passed with all ayes 6 – 0.

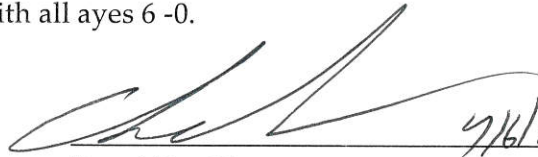
Report of the President

A. Superintendent Search

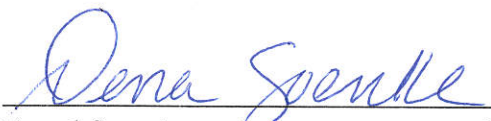
Director Giles moved and Director Kruidenier seconded the motion of approve the offer of superintendent candidate Mr. Steve Bass. Motion passed with all ayes 6 – 0. Director Wiersen moved and Director Kruidenier seconded the motion of approve moving costs up to \$2,500 and a per diem payment, based on the contract salary amount, to attend a conference in June.

Adjourn

Director Giles moved, and Director Wiersen seconded the motion to adjourn the meeting at 9:12 P.M. Motion passed with all ayes 6 -0.


Board President 4/16/15
Date

ATTEST:

Acting  4/07/15
Board Secretary Date

These minutes are unofficial until approved by the Board of Directors at their meeting on April 6, 2015.