

**URBANDALE COMMUNITY SCHOOL DISTRICT  
BOARD OF DIRECTORS' MEETING  
MONDAY, MAY 23, 2016 – 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 meeting to order at 7:05 P.M. Upon roll call, the following members were present: Directors Aaron Applegate, Aldrich Cabildo, Graham Giles, Chris Gunnare, Katherine Howsare, Cate Newberg and Tanya Ruden.

**Approval of Agenda**

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

**Recognition of Retirees**

Superintendent Steve Bass conducted a brief program to congratulate the retirees and present gifts to them on behalf of the District. Retirees included: Esther Burgett, Teacher for 44 years; Linda Ennen, Teacher for 29 years; Cindy Craig, Teacher for 13 years; Mary Scieszinski, Nurse for 10 years; and Mark Tiby, Teacher for 24 years. A reception was held in their honor earlier that evening.

**Communication from the Public**

Webster Elementary Teacher Deana Quick-Romig, and Debra Franklin, Education Associate at Olmsted Elementary, spoke about the importance of education associates in classrooms and urged the Board of Directors to reconsider the proposal to reduce associate time in each Elementary Building. John Hollebrands, 4217 86th Street, shared his disappointment that a recent news story ranked student achievement in Urbandale lower than some other area districts, even though the District has put considerable resources toward raising student achievement.

**Report of the Superintendent of Schools**

Energy Education Update

Damon Staker, Energy Manager for UCSD, presented information about the District's Energy Education Program showing cost avoidance for utilities of \$2.7 million since the program start in 1999.

Endorsement of Central Iowa Opportunity Community Plan for Reducing Poverty

Director Howsare moved, and Director Applegate seconded the motion to endorse the Central Iowa Opportunity Community Plan for Reducing Poverty. Motion passed with all ayes 7-0.

Organizational Chart Updates

Steve Bass, Superintendent of Schools, presented an updated Organizational Chart for the Urbandale Community School District with changes according to proposed Administrative responsibilities for management and evaluation. Director Cabildo moved, and Vice President

Newberg seconded the motion to approve the updated Organizational Chart as presented. Motion passed 5-2, with Director Giles and Director Howsare voting no.

#### Staffing Changes and Administrative Contract approvals for 2016-17

Steve Bass, Superintendent of Schools, proposed adding the positions of two additional Elementary Counselors, one additional Teacher Librarian, and one Elementary Nurse. Estimated cost of the new positions is \$265,000 per year. The increased cost for these positions would be offset by reductions in the number of Regular Education Teacher Associate hours in elementary buildings, and discontinuing an Elementary Health Associate position, an Elementary Clerk Receptionist position, and the Energy Educator Position. Funding will also come from reimbursement by the Nutrition Services fund for lunchroom supervision performed by General Fund paid school employees. Mr. Bass also proposed an annual salary increase of 3%, for the Administrator employee group and additional increases to selected positions, ranging from \$2,500 to \$7,500 to match metro area averages and to increase five Elementary Principals' contracted days from 228 to 260 per year. After deliberation on the issue, Director Cabildo moved, and Vice President Newberg seconded the motion to approve the entire proposal, amended to limit the additional salary increases for selected positions to a range of \$2,500 to \$5,000. Motion passed 6-1 with Director Giles voting no.

#### Discussion on Tax Rate for 2016-17

Shelly Clifford, Chief Financial Officer, presented information on tax rates for 2016-17 and discussed options for the Board's consideration. After the Governor signed the school funding bill into law, the DOM applied the legislated 2.25% allowable growth to the District's Certified Budget, causing the General Fund tax rate to increase. Preliminary tax rate reporting from the Iowa Department of Management (DOM) for next fiscal year now shows the total tax rate to be \$17.74689. Ms. Clifford reported that the District has until June 1, 2016 to make any downward adjustments to tax rates. The Board discussed tax rate history and decided to take no action.

### **Report of the President**

#### **Consent Agenda Items**

Approval of May 9, 2016 Board Meeting Minutes

Approval of May 16, 2016 Special Board Meeting Minutes

Approval of Open Enrollments In/Out of District

Approval of Personnel Changes including Addendum #1

Approval of Contracts and Agreements:

- a. United Way Summer Reading Program - Jensen
- b. United Way Summer Reading Program - Karen Acres
- c. Inter-District Transportation Agreements with surrounding school districts
- d. Drive Tek, Drivers Training Agreement for 2016-2017
- e. DMACC Selected Training Received in Vocational Education (STRIVE) 28-E Agreement
- f. Rotella's Italian Bakery - for Nutrition Program bread bid award

Acceptance of Financial Reports for April

Authorization to Pay the list of Bills as submitted

Vice President Newberg moved, and Director Applegate seconded the motion to approve all consent agenda items as submitted. Motion passed with all ayes 7-0.

**Learning Together Activity**

Steve Bass, Superintendent, shared with Board members the April issue of *Board and Administrator*.

**Closed Session - Superintendent of Schools Performance Evaluation**

Director Giles moved and Vice President Newberg seconded the motion to enter into closed session pursuant to Iowa Code section 21.5(1)(i) for the purpose of discussing the Superintendent's evaluation and contract for 2016-17.

**Return to Open Session**


Director Howsare moved and Director Giles seconded the motion to return to open session. Motion passed with all ayes 7-0.

**Action on Superintendent contract.**

Director Rudin moved and Director Howsare seconded the motion to approve a new two-year contract for Superintendent Steve Bass for July 1, 2016 through June 30, 2018, at a salary of \$185,000 per year. Motion passed with all ayes 7-0.

**Adjourn**

Director Newberg moved and Director Applegate seconded the motion to adjourn the meeting. Motion passed with all ayes 7-0.

  
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Board President Date

ATTEST:

  
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Board Secretary Date

These minutes are unofficial until approved by the Board of Directors at their meeting on June 6, 2016