

**URBANDALE COMMUNITY SCHOOL DISTRICT
BOARD OF DIRECTORS' MEETING
URBANDALE CITY HALL – 3600 86th STREET
MONDAY, JUNE 11, 2012
BOARD MEETING – 5:30 P.M.**

I. Call to Order and Roll Call

President Ryan Judas called the board meeting to order at 5:30 P.M. Upon roll call, the following members were present: Directors Jeff Farrell, Kyle Kruidenier, Cate Newberg, Adam Obrecht, Shawn St. John, Mark Wierson, and President Ryan Judas. None were absent.

II. Approval of Agenda

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

III. Communication from the Public

Urbandale residents and Karen Acres Elementary parents Gena Januszewski, Kim Knoll, and Bard Ortmeier spoke to the Board of Directors in support of Principal Patty Schlotterbeck who had recently resigned from that position.

IV. Good News

Cale Roe, at-risk teacher at Urbandale High School, was recently awarded the Hero in Education Award from the North West Des Moines Rotary. Chris Kallenbach, 2007 graduate of Urbandale High School, is beginning an adventure of a lifetime as a Peace Corps volunteer teaching English in Cameroon, Africa. Follow Chris' adventure with his blog (pending internet access) at chriskallenbachspeacecorpsblog.blogspot.com

V. Consent Agenda Items

- A. Monday, May 14, 2012 Board Meeting minutes,
- B. Wednesday, May 9, 2012 Special Board Meeting minutes,
- C. Personnel Report and Addendum as submitted,
- D. Open Enrollment report with twenty-two students open enrolling into the District with three denied, and nine enrolling out for the 2012-13 school year;
- E. Food Service price increases for 2012-2013, including a 10-cent increase to student lunch prices, a 30-cent increase to adult lunches, and no change in breakfast prices,
- F. Agreement with Iowa Health Des Moines year three of a 3-year contract for athletic training services for August 2012 through July 2013,
- G. Agreement 28E Agreement with the City of Urbandale for School Resource Officer Program through June 30, 2013 and beyond, and
- H. Agreement with Printing Station for 2012-13 printing and bindery prices.

Director Farrell moved, and Director Obrecht seconded the motion to approve the consent agenda items A through H. Motion passed with all ayes 7-0.

VI. Report of the Superintendent of Schools

A. Approval of Recommendation of Karen Acres Principal

Dr. Doug Stilwell, Superintendent, spoke about the interview and hiring process for filling the Building Principal position at Karen Acres Elementary School. He recommended current Middle School Associate Principal Lara Justman for the position. Director St. John moved, and

Director Obrecht seconded the motion to approve appointment of Lara Justman as Principal at Karen Acres Elementary School. Motion passed with all ayes 7-0.

B. Presentation of Building End-of-Year Reports

Administrators from each school submitted End-of-Year reports for their building and were in attendance to answer Board of Directors' questions.

C. Presentation and Approval of Shared Vision

Dr. Doug Stilwell, Superintendent, and Dr. Jim Verlengia, Partnership Director with Heartland Area Education Agency, met with a cross section of students, parents, community, Chamber, staff, school board, and administrators to develop a District Vision Statement. Mark Courter, a member of that committee spoke about how the vision statement was drafted and that the proposed District shared vision statement is: **"Urbandale will be a school district that brings learning to life for everyone."** Director Obrecht moved and Director Wierson seconded the motion to approve the vision statement. Motion passed with all ayes 7-0.

D. Presentation and Approval of 2011-2012 Annual Progress Report

Dr. Doug Stilwell, Superintendent, Lou Ann McClain, Director of Curriculum and Assessment, and Denise Wood, Coordinator of Instruction Support, presented the Annual Progress Report for 2011-2012.

E. Presentation Approval of 2012-2013 Annual Improvement Goals

Dr. Doug Stilwell, Superintendent, Lou Ann McClain, Director of Curriculum and Assessment, and Denise Wood, Coordinator of Instruction Support, worked with the School Improvement Advisory Committee (SIAC) and presented the Annual Achievement Results and Dr. Stilwell recommended approval of the following District Annual Improvement Goals for 2012-2013:

2012-2013 Annual Improvement Goal - Reading

- Using matched cohort data (students in 2011-2012 to same students 2012-2013), there will be an increase in the percentage of students in the total proficient (advanced and proficient combined) and a decrease in the percentage of students in the less than proficient level of proficiency in each of grades 4-11 on the Iowa Assessments for Reading.

2012-2013 Annual Improvement Goal - Mathematics

- Using matched cohort data (students in 2011-2012 to same students 2012-2013), there will be an increase in the percentage of students in the total proficient (advanced and proficient combined) and a decrease in the percentage of students in the less than proficient level of proficiency in each of grades 4-11 on the Iowa Assessments for Mathematics.

2012-2013 Annual Improvement Goal - Science

- Using matched cohort data (students in 2011-2012 to same students 2012-2013), there will be an increase in the percentage of students in the total proficient (advanced and proficient combined) and a decrease in the percentage of students in the less than proficient level of proficiency in each of grades 4-11 on the Iowa Assessments for Science.

Director Obrecht moved, and Director St. John seconded the motion to approve the goals as stated above. Motion passed 6-1, with Director Farrell voting no, stating that he would like to see some change in the District proficiency goals instead of adopting the same goals each year.

F. Approval of Job Descriptions for Three Positions

Dr. Doug Stilwell, Superintendent, discussed three updated job descriptions and new titles in the District – Director of Activities/Community Education, Chief Financial Officer, and Human Resource Manager, and recommended their approval. Director Obrecht moved, and Director Wierson seconded the motion to approve the updated job descriptions and new titles for the three positions. Motion passed with all ayes 7-0.

G. Discussion and Approval of selected Board Policies

Dr. Doug Stilwell, Superintendent, requested board members waive the first reading and approve the final reading of Board Policies 302 – Administrative Personnel; 335 – Other Administrators – Appointment and Qualifications; 337 – Other Administrators – Contracts, Term; 341 Supervisors—Positions, Appointment and Qualifications; 402 – Definitions; 416 – Compensation and Salary Basis; 704 – Co-Curricular Activity Transportation; 802 – Budget; 804A – Fund Balance Reporting; and 828 – Gate Receipts. Dr. Stilwell explained that the changes will align board policy with the recent administrative changes. Director Obrecht moved, and Director Kruidenier seconded the motion to waive the first reading and approve Board Policies 302, 335, 337, 341, 402, 416, 704, 802, 804A, and 828, as stated above. Motion passed with all ayes 7-0.

H. Discussion of Revisions of Board Policy 1010 – Community Use of School Facilities

Dr. Doug Stilwell, Superintendent, made board members aware that changes are being drafted for Board Policy 1010 – Community Use of School Facilities.

I. Discussion Regarding Revision of Board Policy Dealing with Student Internet Use

Dr. Doug Stilwell, Superintendent, reviewed Board Policies 606 – Technology and 606A – Technology – Internet with the Board of Directors and outlined steps that will be taken to align these policies with federal laws.

J. School Business Official Designation

Legislative changes now require that Iowa school districts designate a School Business Official who will perform fiduciary responsibilities as stated in Iowa Code. Director Obrecht moved, and Director St. John seconded the motion to designate Shelly Clifford, Chief Financial Officer, as the District's School Business Official. Motion passed with all ayes 7-0.

K. Accept the Financial Report

Shelly Clifford, Chief Financial Officer, requested acceptance of the financial report through May 2012. Director St. John moved, and Director Obrecht seconded the motion to accept the report as submitted. Motion passed with all ayes 7-0.

L. Authorization to Pay Bills

Shelly Clifford, Chief Financial Officer, requested authorization to pay bills as submitted. Director Obrecht moved, and Director Farrell seconded the motion to approve the payment of bills as listed. Motion passed with all ayes 7-0.

VII. Report of the President

President Ryan Judas thanked the visioning committee for their work.

VIII. Discussion of Other Matters

President Judas announced that the Board of Directors would take a short recess at 8:23 P.M. before the start of the closed session.

IX. Closed Session

A. Evaluation of Superintendent

At 8:30 P.M. Director Farrell moved, and Director St. John seconded the motion to enter into closed session as provided in 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, the motion passed with all ayes 7-0. The Board of Directors then conducted a closed session meeting to conduct the Superintendent's annual performance evaluation.

X. **Adjournment**

Later, in open session, Director St. John moved, and Director Obrecht seconded the motion to adjourn the meeting. Motion passed with all ayes 7-0.

Ryan M. Jorda 8/6/12
Board President Date

ATTEST:

Shelly Christ 8/6/12
Board Secretary Date

These amended minutes are unofficial until approved by the Board of Directors at their meeting on August 6, 2012.

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