

**URBANDALE COMMUNITY SCHOOL DISTRICT  
BOARD OF DIRECTORS' MEETING  
URBANDALE CITY HALL – 3600 86<sup>th</sup> STREET  
MONDAY, JULY 9, 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, Mark Wierson, Vice President Adam Obrecht and President Ryan Judas. Directors, Kyle Kruidenier and Shawn St. John were absent. Director Cate Newberg arrived later.

**II. Approval of Agenda**

Director Wierson moved, and Director Farrell seconded the motion to approve the agenda as posted. Motion carried with all ayes 4-0.

**III. Communication from the Public**

None

**IV. Good News**

Urbandale Community School employees contributed \$5,608 toward the efforts of the United Way in the 2011 campaign.

**V. Consent Agenda Items**

- A. Approval of Monday, June 11, 2012 Board Minutes
- B. Approval of Personnel Report
- C. Approval of Open Enrollment report with 13 students enrolling into the District, and five enrolling out for 2012-13.
- D. Approval of Agreement with ING for Long Term Disability Employee Benefits
- E. Approval to Set a Public Hearing Date for Disposal of Used Equipment.
- F. Amendment to Agreement for School-Based Suspension Program (JCSL)
- G. Approval of Security Surveillance Quote from Inteconnex for a surveillance system and cameras at five Elementary buildings
- H. Approval of Food Service Agreement with Des Moines Christian for the 2012-13 school year
  - I. Approval to accept Food Service Bids from Anderson Erickson for milk and Rotella's Italian Bakery for bread for the 2012-13 school year.
  - J. Approval of Agreement with Van Maanen, Siestra & Meyer, P.C. for audit services through fiscal year 2014
- K. Approval of Revised 2012-13 School District Board of Director's Dates
- L. Approval of UHS Girls' Basketball Team Trip to University of Northern Iowa
- N. Approval of Prairie Avenue Land Parcel Consolidation

Director Newberg arrived at 5:45 P.M. Director Wierson moved, and Vice President Obrecht seconded the motion to approve the consent agenda items A through N. Director Farrell suggested June 11 minutes be updated to include names of community members who addressed the Board of Directors, and then resubmitted for approval in August. Motion passed with all ayes 5-0.

**VI. Report of the Superintendent of Schools**

- A. Presentation by Director of Activities and Community Education  
Dr. Bill Watson, Director of Activities and Community Education, updated the Board of Directors about the Activities and Community Education Department. Urbandale Community Education programming will now be provided by the School District. Dr. Watson introduced Scott Krava, Community Education Coordinator, and Ashley Becker, Adventuretime Director. Ms. Becker provided an update for the Board on Adventuretime and Preschool programming.
- B. Approval of Facility Use Guidelines  
Dr. Bill Watson, Director of Activities and Community Education, presented updates to the current Facility Use Guidelines for Board of Director approval. Vice President Obrecht moved, and Director Newberg seconded the motion to approve the changes as submitted. Motion passed with all ayes 4-0, and President Judas abstaining.
- C. Approval of Policy 1010B – Community Use of School Facilities Fee Schedule  
Dr. Bill Watson, Director of Activities and Community Education, presented updates to the current Community Use of School Facilities Fee Schedule for approval. Director Farrell moved, and Director Newberg seconded the motion to approve the Facilities Fee Schedule. Motion passed with all ayes 4-0, and President Judas abstaining.
- D. Presentation and Approval of Handbooks
1. Coach-Director Handbook  
Dr. Bill Watson, Director of Activities and Community Education, presented the current Coach-Director Handbook. Director Farrell moved, and Vice President Obrecht seconded the motion to approve the Coach-Director Handbook. Motion passed with all ayes 5-0.
  2. Activity Guidelines  
Dr. Watson also presented the written Activity Guidelines. Director Farrell moved, and Vice President Obrecht seconded the motion to approve the Activity Guidelines as submitted. Motion passed with all ayes 5-0.
  3. Adventuretime Handbooks
    - a. Adventuretime Parent Handbook  
Dr. Bill Watson, Director of Activities and Community Education, presented the new Adventuretime Parent Handbook. Director Farrell moved, and Vice President Obrecht seconded the motion to approve the Adventuretime Parent Handbook, including the fees structure as submitted. Motion passed with all ayes 5-0.
    - b. Adventuretime Staff Handbook  
Dr. Bill Watson also presented the new Adventuretime Staff Handbook. Vice President Obrecht moved, and Director Wierson seconded the motion to approve the Adventuretime Staff Handbook as presented. Motion passed with all ayes 5-0.
    - c. Preschool Handbook  
Dr. Watson presented the new Preschool Handbook. Vice President Obrecht moved, and Director Wierson seconded the motion to approve the Preschool Handbook as presented. Motion passed with all ayes 5-0.

4. Urbandale High School Handbook  
Revisions to the Urbandale High School Handbook were presented. Vice President Obrecht moved, and Director Farrell seconded the motion to approve the High School Handbook changes as presented. Motion passed with all ayes 5-0.
  5. Urbandale Middle School Handbook  
Revisions to the Urbandale Middle School Handbook were presented. Director Farrell moved, and Director Newberg seconded the motion to approve the Middle School Handbook changes as presented. Motion passed with all ayes 5-0.
  6. Elementary Handbook  
Revisions to the Elementary Handbook were presented. Director Farrell moved, and Vice President Obrecht seconded the motion to approve the Elementary Handbook changes as presented. Motion passed with all ayes 5-0.
- E. First Reading and Discussion of Revisions to Board Policy 606A  
Dr. Doug Stilwell, Superintendent, presented a revised Board Policy 606A – Internet Usage. Director Farrell moved, and Director Newberg seconded the motion to approve the first reading of Board Policy 606A – Internet Usage. Motion passed with all ayes 5-0.
- F. Discussion of Iowa Association of School Boards Legislative Action Priorities  
Board members were asked to discuss and submit Legislative Action Priorities and Resolutions for the 2013 Legislative Session. The Board of Directors chose the following five priorities: #1, Supports setting allowable growth at a rate that encourages continuous school improvement and reflects actual cost increases experienced by school districts and AEAs; #2, Supports a school foundation formula that adequately, and in a timely manner, funds changes in demographics, including declining and increasing enrollment challenges; #3, Supports incentives for school districts to offer extended days and/or innovative calendars; #4, Supports giving school districts and AEAs the option to reduce staff to respond to reductions in funding or to comply with an arbitrator's award; and #5, Supports the elimination of Dillon's Rule in Iowa Code. Director Wiersen moved, and Vice President Obrecht seconded the motion to approve the five priorities discussed. Motion passed with all ayes 5-0.
- G. Approval of Property/Casualty Insurance Renewal for 2012-13 Fiscal Year  
Shelly Clifford, Chief Financial Officer, presented the Property/Casualty Insurance renewal information from Jester Insurance Services, including an option for Data Compromise Coverage. Vice President Obrecht moved, and Director Farrell seconded the motion to approve the insurance renewal as submitted, and to authorize Ms. Clifford to choose an appropriate level of Data Compromise Coverage. Motion passed with all ayes 5-0.
- H. Accept the Financial Report  
Shelly Clifford, Chief Financial officer, requested Board members acceptance of the financial report (unaudited) through June 2012. Vice President Obrecht moved, and Director Farrell seconded the motion to accept the financial report as submitted. Motion passed with all ayes 5-0.

L. Authorization to Pay Bills

Shelly Clifford, Chief Financial Officer, requested Board authorization to pay bills as submitted, totaling \$1,335,062.87. Vice President Obrecht moved, and Director Newberg seconded the motion to authorize the payment of bills as submitted. Motion passed with all ayes 5-0. Ms. Clifford also requested authorization for a fund transfer in the amount of \$346,579.59 plus calculated interest, from the Building Trades Fund to Sales Tax Fund for loan repayment effective June 30, 2012; and, to create a new inter-fund loan by transferring \$300,000.00 from Sales Tax Fund to Building Trades Fund effective August 1, 2012 to finance the homebuilding project at 4030 139<sup>th</sup> Street during the 2012-13 school year. Director Farrell moved, and Vice President Obrecht seconded the motion to approve both fund transfers as outlined. Motion passed with all ayes 5-0.

At 7:52 P.M., President Ryan Judas announced the Directors would take a short recess.

VII. **Closed Session**

A. Evaluation of Superintendent

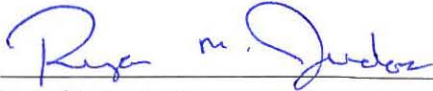
At 8:00 P.M., Director Farrell moved to hold a closed session as provided in Section 21.5(1)(i) of the Code of Iowa, and as requested by the individual, to evaluate the professional competency of the individual whose appointment, hiring, performance, or discharge is being considered to prevent needless and irreparable injury to that individual's reputation. Director Wierson seconded the motion, and upon roll call vote, the motion passed with all ayes 5-0. At approximately 9:00 P.M., the Board of Directors returned to open session.

C. Approval of Contract for the Superintendent of Schools

Vice President Obrecht moved, and Director Newberg seconded the motion to approve Superintendent contract changes of 3% increase to total package compensation, including family health and dental coverage and a 1.71% salary increase. Motion passed with all ayes 5-0.

VIII. **Adjourn**

Director Wierson moved, and Director Newberg seconded the motion to adjourn the meeting at 9:07 P.M. Motion passed with all ayes 5-0.

 8/6/12  
Board President Date

ATTEST:

 8/6/12  
Board Secretary Date

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