

**URBANDALE COMMUNITY SCHOOL DISTRICT
BOARD OF DIRECTORS' MEETINGS
URBANDALE CITY HALL – 3600 86th STREET
MONDAY, SEPTEMBER 17, 2012
WORK SESSION – 5:30 P.M.
BOARD MEETING AND ORGANIZATIONAL MEETING – 7:00 P.M.
RYAN JUDAS, PRESIDENT**

WORK SESSION

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, Cate Newberg, Shawn St. John, Mark Wierson, Vice President Adam Obrecht, and President Judas. Director Kyle Kruidenier was absent.

II. Approval of Agenda

Director Wierson moved, and Vice President Obrecht seconded the motion to approve the agenda as posted. Motion carried with all ayes 6-0.

III. Mary Jane Vens and Lou Ann Gvist from the Iowa Association of School Boards conducted a work session with the Board of Directors regarding Board and Superintendent Effectiveness.

At 6:30 P.M. President Judas announced a 30 minute recess.

BOARD OF DIRECTORS' MEETING

I. Call to Order and Roll Call

President Ryan Judas called the board meeting to order at 7:00 P.M. Upon roll call, the following members were present: Directors Jeff Farrell, Cate Newberg, Shawn St. John, Mark Wierson, Vice President Adam Obrecht, and President Judas. Director Kyle Kruidenier was absent.

II. Public Hearing on Procedures for District Assets Disposal

The Board of Directors conducted a public hearing regarding procedures for the disposal of used and obsolete District assets. Chief financial officer Shelly Clifford provided a listing of assets to be listed on the GovDeals.com auction website, and assets recommended for negotiated sale to another school district. No persons came forward to speak, and the hearing was closed. Director Obrecht moved, and Director St. John seconded the motion to approve the Procedures for District Assets Disposal as presented. Motion passed with all ayes 6-0.

III. Communication from the Public

None

IV. Good News

Dr. Tererai Trent, Oprah's "All Time Favorite Guest", addressed students at Karen Acres on September 12. Her message was "It is Achievable!" This opportunity was made possible through the Chrysalis Foundation.

On September 13, United Way donated their time along with employees from DuPont Pioneer, Bratney, and Holmes Murphy to sponsor "Read, Learn, Succeed" with Karen Acres second graders. Each student received the book, Good Enough to Eat and a food journal; the event tied in with the district's nutrition curriculum.

Olmsted teachers hosted informational parent meetings during the first two weeks of school. Parents heard about grade level curriculum, their teacher's classroom management and communication, and were able to ask questions.

Jensen and Rolling Green students, along with First American Bank, have successfully opened another banking season. The bank has a student board and tellers, and encourages students to learn fiscal responsibility.

On September 14, Quality Manufacturing installed permanent sculptures designed by Urbandale high school students. These amazing pieces are 13 feet tall and weigh over 20 tons; they're valued at \$30,000 each.

The JHawks beat rivals Johnston Dragons on Friday, September 7, 31-18. In the process, two Urbandale players received top performance honors from the CIML: Logan Augustine, 156 rushing yards; and Blake Caluzzi, 101 rushing yards.

V. Consent Agenda Items

- A. Approval of Monday, August 6, 2012 Board Minutes
- B. Approval of Personnel Report
- C. Approval of Open Enrollment
- D. Approval of Agreement with Dena Soenke, Communications
- E. Approval of Request for Jaywalker Overnight Travel
- F. Approval of Midwest Alarm Services Agreement
- G. Approval of Odysseyware License Agreement
- H. Approval of Drake University Head Start Agreement
- I. Approval of Grand View University Nursing Agreement
- J. Approval of Employee and Family Resources Addendum
- K. Approval of MidAmerica HEART/WRERA Amendment
- L. Resolution Naming Depositories

Depository Name	Location	Maximum Balance in Effect Under this Resolution
Wells Fargo Bank	Des Moines, IA	\$60,000,000.00
First American Bank	Urbandale, IA	\$10,000,000.00
Bank of America	Urbandale, IA	\$8,000,000.00
Bank of the West	Urbandale, IA	\$8,000,000.00
Banker's Trust	Des Moines, IA	\$8,000,000.00
US Bank	Des Moines, IA	\$8,000,000.00
West Bank	West Des Moines, IA	\$30,000,000.00
Union Planters Bank	Urbandale, IA	\$ 8,000,000.00
ISJIT	Des Moines, IA	\$20,000,000.00
TELF (IPAS) Program	Des Moines, IA	\$25,000,000.00

M. Approval of Polk County Early Childhood Iowa (Board), United Way of Central Iowa and Urbandale School District

Vice President Obrecht moved, and Director St. John seconded the motion to approve the consent agenda items A through M. Motion passed with all ayes 6-0.

VI. Report of the Superintendent of Schools

A. Quality Update

Michelle Cole, 4th grade teacher at Karen Acres and several of her students presented highlights on how they are using quality tools in their classroom.

B. Strategic Planning Process Update

Dr. Doug Stilwell, Superintendent, presented information on the District's Strategic Planning Process including a timeline for final review by the Board of Directors next spring.

C. Anti-Bullying Proclamation

Dr. Doug Stilwell, Superintendent, presented an Anti-Bullying Proclamation, which would commit the District, along with other area school districts and local governments, to the education and prevention of bullying within our communities and schools.

Director St. John moved, and Director Newberg seconded the motion to approve the proclamation. Motion passed with all ayes 6-0.

D. Approval of Administration Evaluation Process

Dr. Doug Stilwell, Superintendent, presented an updated District Administration Evaluation Process, whereby the focus is on learning as a team and making systemic improvements throughout the District. The plan was reviewed and fully endorsed by Byron Darnall, Iowa Department of Education Bureau Chief for Educator Quality. Vice President Obrecht moved, and Director St. John seconded the motion to approve the evaluation process as presented. Motion passed with all ayes 6-0.

E. Discussion of Imprest Checking Account Balance Limits

Dr. Doug Stilwell, Superintendent, and Shelly Clifford, Chief Financial Officer, lead discussion on setting \$3,000 balance limits for the previously approved Imprest Checking Accounts. The accounts are to be used by Parent Teacher Organizations for which the District is fiduciary agent.

F. Approval of Modified Allowable Growth and Supplemental Aid for the 2011-12 Special Education Negative Balance

Shelly Clifford, Chief Financial Officer, presented details about requesting Modified Budgetary Allowable Growth and Supplemental Aid for the District's 2011-12 Special Education Negative Balance. The amount of District expense in excess of funds provided through the foundation formula and special weighting was \$745,392.96. Director St. John moved, and Vice President Obrecht seconded the motion to approve the request for Special Education Modified Allowable Growth and Supplemental Aid as presented. Motion passed with all ayes 6-0.

G. Acceptance of Financial Reports

Shelly Clifford, Chief Financial officer, requested acceptance of the financial report submitted for fiscal year-to-date through August 2012. Director Obrecht moved, and Director Newberg seconded the motion to accept the financial report as of August 2012. Motion passed with all ayes 6-0.

H. Authorization to Pay Bills

Shelly Clifford, Chief Financial officer, requested authorization to pay bills as submitted. Director St. John moved, and Director Farrell seconded the motion to pay the bills as submitted, totaling \$1,385,402.64. Motion passed with all ayes 6-0.

ORGANIZATIONAL MEETING

I. Organization Meeting of the Board of Directors

A. Call to Order: Superintendent of Schools Served as President "Pro Tempore" of the Board
Superintendent Dr. Doug Stilwell called the annual organizational meeting to order.

B. Roll Call

Upon roll call, the following members were present: Directors Jeff Farrell, Ryan Judas, Cate Newberg, Adam Obrecht, Shawn St. John, and Mark Wierson. Director Kyle Kruidenier was absent.

C. Oath of Office – Board Secretary and Treasurer

Shelly Clifford, Chief Financial Officer, was appointed to serve as Board Secretary and Treasurer for 2012-13. Superintendent Stilwell administered the Oath of Office to Ms. Clifford.

D. Election of the President of the Board of Directors

Director Farrell nominated Adam Obrecht for the office of the President of the Board of Directors. Motion by Director Farrell, seconded by Director Wierson to close nominations and cast a unanimous ballot, electing Adam Obrecht as President of the Urbandale Board of Directors. Motion carried with all ayes 5-0 with Obrecht abstaining.

Superintendent Dr. Doug Stilwell administered the Oath of Office to President Adam Obrecht and President Obrecht presided for the remainder of the meeting.

E. Election of the Vice President of the Board of Directors

Director St. John nominated Ryan Judas for the office of Vice President of the Board of Directors. Motion by Director Farrell, seconded by Director St. John to close nominations and cast a unanimous ballot, electing Ryan Judas as Vice President of the Urbandale Board of Directors. Motion carried with all ayes 6-0.

Superintendent Dr. Doug Stilwell administered the Oath of Office to Vice President Ryan Judas.

F. Recognition of the 2011-12 Board President

Director Wierson introduced the following resolution and moved for its approval; Director St. John seconded the motion:

WHEREAS Ryan Judas has held the position of President of the Board of Directors for one year, and

WHEREAS he has provided enlightened and constructive leadership during the year he has served as president, and

WHEREAS he has given generously of his time and energy during his tenure as Board President,

NOW THEREFORE BE IT RESOLVED that the Board of Directors expresses its deepest gratitude and appreciation to Ryan Judas for the distinguished leadership he has demonstrated as Board President. Motion carried with all ayes 6-0.

II. Report of the President
None

III. Discussion of Other Matters

A. Discussion of Bond Refinance Opportunity

Shelly Clifford, Chief Financial Officer, updated the Board of Directors on general obligation bond refinancing opportunities, as discussed by Travis Squires from Piper Jaffray at the recent Finance Committee meeting.

IV. Adjourn

Director St John moved, and Vice President Judas seconded the motion to adjourn the meeting at 8:51 P.M. Motion passed with all ayes 6-0.



Board President Date

ATTEST:

 12/10/12

Board Secretary Date

These minutes are unofficial until approved by the Board of Directors at their meeting on October 15, 2012.