

**URBANDALE COMMUNITY SCHOOL DISTRICT
BOARD OF DIRECTORS' MEETING
MONDAY, SEPTEMBER 28, 2015
BOARD MEETING – 7:00 P.M.
URBANDALE CITY HALL – 3600 86TH STREET
CHRIS GUNNARE, PRESIDENT**

Call to Order and Roll Call

President Chris Gunnare called the board meeting to order at 7:00 P.M. Upon roll call, the following members were present: Directors Aaron Applegate, Aldrich Cabildo, Graham Giles, Katherine Howsare, Tanya Ruden, Vice President Cate Newberg, and President Gunnare. None were absent.

Approval of Agenda

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

Report of the Superintendent of Schools

A. Certified Annual Report and Other Financial Highlights

Shelly Clifford, Chief Financial Officer, presented financial results and highlights from the District's FY15 Certified Annual Report, including historical information on District financial targets. She reported Solvency ratio at 10.6 percent, and projected ratio of Unspent Authorized Budget at 12.5 percent.

B. Discussion and Approval of Second Reading of Board Policy 403

Steve Bass, Superintendent, requested approval of the second reading of Board Policy 403 – Recruitment of Personnel. No agreement was reached through discussion of changes, so Director Giles moved, and Vice President Newberg seconded the motion to table the second reading and approval of Policy 403 – Recruitment of Personnel. Motion passed with all ayes 7-0.

C. Discussion and Approval of First Reading of Board Policy 413

Steve Bass, Superintendent, requested approval of the first reading of Board Policy 413 – Vacations, updated to include specific timelines for use of vacation days carried over from a prior year. Director Cabildo moved, and Vice President Newberg seconded the motion to approve the update. Motion passed with all ayes 7-0.

D. Discussion and Approval of First Reading of Board Policy 510

Steve Bass, Superintendent, and Dr. Bill Watson, Director of Activities and Community Education, requested approval of the first reading of Board Policy 510 – Eligibility Code. Vice President Newberg moved, and Director Applegate seconded

the motion to approve the Board policy first reading. Motion passed with all ayes 7-0.

E. Discussion and Approval of Second Reading of Board Policy 628

Steve Bass, Superintendent, asked Board members to approve the second reading of Board Policy 628 – School Calendar. Vice President Newberg moved, and Director Howsare seconded the motion to approve the second reading of Board Policy 628. Motion passed with all ayes 7-0.

F. Approval for Sale of Building and Trades House

The building trades home built during the 2015-2016 school year was recently listed for sale at a list price of \$350,000. After negotiations with a buyer through Iowa Realty, District Administration accepted an offer of \$347,000, subject to Board of Directors' approval. Director Giles moved, and Director Cabildo seconded the motion to approve the purchase agreement for sale of the building trades home at 4027 139th Street, Urbandale for \$347,000. Motion passed with all ayes 7-0.

G. Approval of District Depositories

Shelly Clifford, Chief Financial Officer, submitted a list of proposed District depositories and maximum limits: Wells Fargo Bank: \$30,000,000; Well Fargo Trust Services: \$30,000,000; Iowa Schools Joint Investment Trust (ISJIT): \$30,000,000; The Education Liquidity Fund (TELF): \$30,000,000. Ms. Clifford explained that while the limits are higher than expected ongoing balances, they provide capacity for a large deposit such as bond sale proceeds. Vice President Newberg moved, and Director Applegate seconded the motion to approve the District depositories and maximum limits as proposed. Motion passed with all ayes 7-0.

H. Approval of SBRC Allowable Growth Request for Special Education Deficit

The District's 2014-15 total of special education expenses were higher than special education funding received by the amount of \$919,111.83. Steve Bass, Superintendent, and Shelly Clifford, Chief Financial Officer, requested approval to submit this program funding deficit to the School Budget Review Committee (SBRC,) seeking allowable growth and supplemental aid for negative special education balance. Jason Volmer, Coordinator of Special Education, was available to answer programming questions. Director Cabildo moved, and Director Giles seconded the motion to approve the SBRC application for budgetary allowable growth and supplemental aid for negative special education balance.

I. Approval of SBRC Allowable Growth Request for LEP Excess Costs

The District's 2014-15 total of Limited English Proficient (LEP) expenses were higher than Foundation Formula revenues received by the amount of \$813,681.38. Steve Bass, Superintendent, and Shelly Clifford, Chief Financial Officer, requested approval to submit this program funding deficit to the School Budget Review

Committee (SBRC,) seeking modified allowable growth for LEP Excess Costs. Dr. Keri Schlueter, Coordinator of Student Services, was available to answer programming questions about LEP. Vice President Newberg moved, and Director Applegate seconded the motion to approve the SBRC application for modified allowable growth for LEP excess costs. Motion passed with all ayes 7-0.

J. Student Achievement Presentation

Crista Carlile, Director of Teaching and Learning, presented information regarding student achievement, showing increased student proficiency in all curricular categories for the 2014-15 school year. Ms. Carlile reported student proficiency at 86.2 percent for Science, 84.8 percent for Mathematics, and 82.5 percent for Reading.

K. Facilities and Capital Projects Discussion

Steve Bass, Superintendent, and Shelly Clifford, Chief Financial Officer, provided financial information on Capital Funds available and lead discussion about possible facility projects for 2015-2016. Facility Committee member John Hollebrands, 4217 86th Street, Urbandale, spoke about key aspects of construction management for the Karen Acres Project, and sequencing of projects within the Elementary Master Plan.

L. Maintenance Service Vendors Discussion

Steve Bass, Superintendent, Shelly Clifford, Chief Financial Officer, and John Lees, Maintenance Supervisor, addressed Board Member questions about maintenance service vendors and the District's current service agreements.

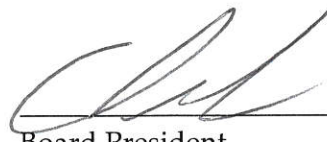
Consent Agenda Items

- A. Approval of Monday, September 14, 2015 Board Meeting Minutes
- B. Approval of Open Enrollment
- C. Approval of Personnel Report
- D. Approval of Storm Water Easements (3) in Connection with the Karen Acres Elementary Project
- E. Approval of Employee and Family Resources Contracts
- F. Approval of University of Iowa Student Teaching Agreement
- G. Acceptance of Monthly Financial Reports for August 2015
- H. Approval for Payment of Bills listed

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


Adjourn

Vice President Newberg moved, and Director Applegate seconded the motion to adjourn the meeting at 9:50 P.M. Motion passed with all ayes 7-0.


Board President

10/12/15
Date

ATTEST:


Board Secretary

10/12/15
Date

These minutes are unofficial until approved by the Board of Directors at their meeting on October 12, 2015.