

URBANDALE COMMUNITY SCHOOL DISTRICT
BOARD OF DIRECTORS' MEETING
URBANDALE CITY HALL – 3600 86th STREET
MONDAY, JANUARY 7, 2013
WORK SESSION – 5:30 P.M.
BOARD MEETING – 7:00 P.M.
ADAM OBRECHT, PRESIDENT

I. Call to Order and Roll Call

President Adam Obrecht called the work session to order at 5:30 P.M. Upon roll call, the following members were present: Directors Kyle Kruidenier, Mark Wierson, Vice President Ryan Judas, and President Obrecht. Directors Jeff Farrell and Cate Newberg arrived later and Director Shawn St. John was absent.

II. Approval of Agenda

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

III. Baldrige Overview Discussion

Gary Nesteby, Executive Director of the Iowa Quality Center, provided an overview of the Baldrige improvement process.

IV. Baldrige Core Values Discussion

Mr. Nesteby led an interactive discussion with the Board of Directors regarding the Baldrige Core Values of: visionary leadership, student-centered excellence, organizational and personal learning, valuing workforce members and partners, agility, focus on the future, managing for innovation, management by fact, societal responsibility, focus on results and creating value, and systems perspective.

Directors Farrell and Newberg arrived at 5:45 P.M.

V. Discussion of the Baldrige Criteria

Denise Wood, Coordinator of Instructional Support, and Mr. Nesteby provided information about the Baldrige Criteria for Performance Excellence. The Education Criteria include: Leadership, Strategic Planning, Customer Focus, Measurement, Analysis, and Knowledge Management, Workforce Focus, Operations Focus, and Results.

At approximately 6:30 P.M., President Obrecht announced a 30 Minute Recess

I. Call to Order and Roll Call

President Adam Obrecht called the board meeting to order at 7:00 P.M. At roll call, the

following Board Members were present: Directors Jeff Farrell, Kyle Kruidenier, Cate Newberg, Shawn St. John, Mark Wierson, Vice President Ryan Judas and President Obrecht. None were absent.

II. Approval of Agenda

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

III. Communication from the Public

John Hollebrands, 4217 86th Street, voiced concern about the estimated cost of a Rolling Green Elementary parking lot project, given that the District has limited capital funds available and several other aging buildings to maintain.

IV. Student Senate Report

Middle School Student Senate representative Leah Ingraham, 7th Grade, reported that items are being collected to send to members of the military in Valentine's Day Boxes of Love. The group is also conducting a fundraiser by selling Valentine's Day Bears.

V. Good News

Dr. Stilwell announced that four students earned Academic Achievement Awards for 2012-13: Jon Lindaman, 3.70 – Cross Country; Pat Henkenius, 3.48 – Fall Golf; Sam Anderson, 3.01 – Football; and Kelli Zimmerman, 3.32 – Cheerleading.

Teacher Sara Kieffer-Kizzier was featured in the Des Moines Register for the Take a Book-Leave a Book Project she has started at Olmsted Elementary.

UMS will be participating in Digital Learning Day on February 6th, promoting classroom strategies utilizing technology and communicating methods of instruction such as digital video, social media, and Internet resources.

Staff members from Karen Acres and Olmsted Elementary Schools met to celebrate their work on the study and practice of Professional Learning Communities.

VI. Quality Update

Kelli Iverson, ESL Teacher at Olmsted Elementary, provided a Quality Update. She and several of her Kindergarten students explained how they are using quality tools to track improvement on learning results and positive classroom behaviors.

VII. Consent Agenda Items

- A. Minutes from Monday, December 10, 2012 meeting as submitted,
- B. Open Enrollment of ten students into the District and three enrolling out for the 2012-2013 school year. Four students into the District, and no students out of the District for the 2013-2014 school year,
- C. Personnel Report as submitted,
- D. Out of State Travel request for the Jaywalker's to attend the National Dance Competition in Oklahoma City, Oklahoma on February 1-3, 2013,
- E. Pre-School Registration and the fees associated with Pre-School for the 2013-2014 School Year.

Director Judas moved, and Director St. John seconded the motion to approve the consent agenda items A through E as submitted. Motion passed with all ayes 7-0.

VIII. Report of the Superintendent of Schools

A. School Safety Update

Dr. Doug Stilwell, Superintendent, provided information regarding UCSD's safety response plan, procedures and how UCSD will be moving forward regarding school safety.

B. Approval of Facility Studies Contract with DLR Group

Doug Stilwell, Superintendent, presented the proposed contract between UCSD and the DLR Group regarding Facility Studies and recommended approval. Director Judas moved, and Director Kruidenier seconded the motion to approve the contract with DLR Group for facility studies. Motion passed with all ayes 7-0.

C. Approval of the Enrollment Study Contract with RSP

Dr. Doug Stilwell, Superintendent, presented the proposed contract between UCSD and RSP regarding Enrollment Study and recommended approval. Director Wiersen moved, and Director St. John seconded the motion to approve the contract with RSP for an enrollment study. Motion passed with all ayes 7-0.

D. Board Policy Update and Revision of Timeline

Dr. Doug Stilwell, Superintendent, summarized the 2012-2013 Board Policy Review Timeline.

E. Approval of the First Reading Policy for Travel Expense Reimbursements

Shelly Clifford, Chief Financial Officer, requested Board approval on the first reading for updates to Policy 825 regarding Travel Expense Reimbursements. Directors discussed the proposed policy changes and requested additional information. Director Farrell moved, and Director St. John seconded the

motion to table action on the proposed policy. Motion passed with all ayes 7-0.

F. Approval of the Recommended Inter-fund Transfers

Shelly Clifford, Chief Financial Officer, requested approval for inter-fund transfers according to the approved financial plan for General Obligation Bond refunding and other regularly scheduled debt service payments. Director St. John moved, and Director Newberg seconded the motion to approve the inter-fund transfers as submitted. Motion passed with all ayes 7-0.

G. Accept the Financial Report

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

H. Authorization to Pay Bills

Shelly Clifford, Chief Financial Officer, requested approval to pay the bills as submitted, totaling \$561,610.51. Vice President Judas moved, and Director St. John seconded the motion to approve the payment of bills as submitted. Motion passed with all ayes 7-0.

IX. Report of the President

President Obrecht reported that the upcoming Chamber meetings with Urbandale public officials will be held on January 26th and February 23rd from 10:30 AM until Noon.

X. Discussion of Other Matters

XI. Adjourn

Director St. John moved, and Director Judas seconded the motion to adjourn the meeting at 8:25 P.M. Motion passed with all ayes 7-0.



Board President

1-21-13

Date

ATTEST:

Shelly Cipul 1/21/13
Board Secretary Date

These minutes are unofficial until approved by the Board of Directors at their meeting on January 21, 2013.