

**URBANDALE COMMUNITY SCHOOL DISTRICT
BOARD OF DIRECTORS' MEETING
MONDAY, DECEMBER 21, 2015
BOARD MEETING – 7:00 P.M.
URBANDALE CITY HALL – 3600 86TH STREET
CHRIS GUNNARE, PRESIDENT**

Call to Order and Roll Call

Vice President Cate Newberg 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 and Vice President Newberg. President Chris Gunnare was absent.

Approval of Agenda

Director Giles moved, and Director Applegate seconded the motion to approve the agenda as posted. Motion passed with all ayes 6-0.

Presentation and Acceptance of Audit for 2014-2015

Jeff Van Maanen, CPA with Van Maanen, Sietstra, Meyer & Nikkel, P.C., and Shelly Clifford, Chief Financial Officer, presented and answered any questions concerning the District Audit for FY 2014-2015. Significant changes in the report included the implementation of GASB-68, requiring that long term pension debt, such as the District's share of IPERS liability is now presented in the reports. Ms. Clifford reported in the management's audit analysis that the District's key financial indicators are within established targets. Director Ruden moved, and Director Cabildo seconded the motion to approve the District Audit for FY 2014-2015.

Update on Self-Insurance Program

Insurance Consultant Mark Becker, Mark J. Becker and Associates LLC, updated the Board on the District's self-insurance program. The District transitioned to a self-insured program for health and dental insurance, and currently holds about \$2.1 million in reserves, allowing for stable premium costs.

Report of the Superintendent of Schools

A. School Rankings

Steve Bass, Superintendent, shared information with Board members regarding the Iowa School Report Card school ranking system, his letter to parents regarding ISRC, and website information.

B. Retreat Reflection

Steve Bass, Superintendent, and Board members reflected on the Board Retreat held on December 7, 2015. A second Retreat session is scheduled for January.

C. Discussion and Approval of Date Change for Future Board Meetings/Work Sessions

Steve Bass, Superintendent, initiated discussion regarding a change of structure for the future Board Meetings/Work Sessions. Mr. Bass suggested scheduling one Work Session per month and one Board Meeting per month instead of conducting both at each meeting twice per month. The Board will consider a revised meeting schedule with this new format at a future meeting. The Board also discussed cancellation of the January 4th meeting. Director Howsare moved, and Director Cabildo seconded the motion to cancel the January 4, 2016 meeting and conduct a short Board Meeting, followed by a Board Retreat on January 18, 2016. Motion passed with all ayes 6-0.

D. Set Public Hearing Date for 2016-17 School Calendars

Steve Bass, Superintendent recommended setting January 18, 2016 as the public hearing date regarding the proposed 2016-17 Regular Calendar and Rolling Green Calendar. The proposed hearing notice is to be published on the district website. Director Giles moved, and Director Howsare seconded the motion to approve the date of January 18, 2016 as the public hearing date for the proposed 2016-17 Regular Calendar and Rolling Green Calendar. Motion passed with all ayes 6-0.

E. Approval of SNDA Agreement and Estoppel Certificate for Administration Center Lease

R&R Realty, the Lessor of the Administration Center office space is in the process of securing a business loan, and requests all tenants of the Aurora Business Park to execute a Subordination Non-Disturbance and Attornment (SNDA) Agreement and Estoppel Certificate with the Lender. Shelly Clifford, CFO and Steve Bass, Superintendent recommended approval. Director Cabildo moved, and Director Applegate seconded the motion to approve the SNDA Agreement and Estoppel Certification for Administration Center Lease. Motion passed with all ayes 6-0.

F. Iowa Recognition for Performance Excellence (IRPE) Award

Steve Bass, Superintendent, shared news that the District was recognized by the Iowa Quality Center with a Silver Performance Award for 2015. The IRPE process provides organizations in the state of Iowa the opportunity to be evaluated on the National Baldrige criteria in order to improve their leadership and management practices.

G. Learning Together Activity

Steve Bass, Superintendent, and the Board members discussed the November issue of *Board and Administrator*.

Consent Agenda Items

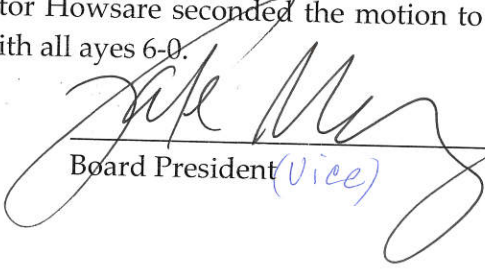
- A. Approval of December 7, 2015 Board Meeting Minutes

- B. Approval of UHS Track Re-Surfacing Proposal from DLR Group
- C. Approval of Lease Agreement between City of Urbandale and Urbandale Community School District for use of Lions Park
- D. Approval of Education to Go Financial Arrangement
- E. Approval of Presto Sports Website Management/Hosting Partnership Proposal
- F. Approval of Iowa High School Battle of the Books School-Sponsored Club Application
- G. Approval of Open Enrollment
- H. Approval of Personnel Report
- I. Acceptance of Financials
- J. Authorization to Pay Bills

The Board discussed ensuring that new track surfacing would not be damaged if future work is done on the football field. Director Ruden moved, and Director Applegate seconded the motion to approve the consent agenda items A through J as submitted. Motion passed with all ayes 6-0.

Adjourn

Director Applegate moved, and Director Howsare seconded the motion to adjourn the meeting at 9:05 P.M. Motion passed with all ayes 6-0.


Board President (Vice)

4/14/16
Date

ATTEST:


Board Secretary

1/18/16
Date