

**URBANDALE COMMUNITY SCHOOL DISTRICT
BOARD OF DIRECTORS' MEETING
MONDAY, DECEMBER 9, 2013
BOARD WORK SESSION – 5:30 P.M.
OLMSTED ELEMENTARY SCHOOL – 7110 PRAIRIE AVENUE
BOARD MEETING – 7:00 P.M.
URBANDALE CITY HALL - 3600 86th STREET
ADAM OBRECHT, PRESIDENT**

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 Graham Giles and Chris Gunnare, Vice President Kyle Kruidenier, and President Obrecht. Directors Aaron Applegate, Cate Newberg, and Mark Wierson arrived later.

Approval of Agenda

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

Tour of Olmsted Elementary

Director Wierson arrived at 5:35 P.M. and Directors Applegate and Newberg arrived at 5:40 P.M. Principal Elise Brimeyer introduced staff members, provided an update on teaching and learning, and then led the Board of Directors on a tour of Olmsted Elementary School.

Discussion with Parents and Staff of Olmsted Elementary School

The Board gave parents and staff members the opportunity to discuss issues, suggest ideas, and ask questions concerning Olmsted Elementary School.

At 6:30 P.M. President Obrecht announced a Recess until 7:00 P.M.

Call to Order and Roll Call

President Adam Obrecht called the work session to order at 7:00 P.M. Upon roll call, the following members were present: Directors Aaron Applegate, Graham Giles, Chris Gunnare, Cate Newberg, Mark Wierson, Vice President Kyle Kruidenier, and President Obrecht. None were absent.

Approval of Agenda

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

Student Senate Report

Eighth grader Leah Ingraham from Urbandale Middle School reported to the Board on some fundraising and student events at her school.

Quality Update

Gloria Peters, Science Teacher at Urbandale High School, updated the Board on the quality and continual improvement work occurring in her classroom.

Accept Audit for 2012 – 2013

Jeff Van Maanen, CPA with Van Maanen, Sietstra & Meyer, PC, presented the results of their independent audit work. Mr. Van Maanen and Shelly Clifford, Chief Financial Officer, answered questions concerning the District Audit for the fiscal year ended June 30, 2013.

Consent Agenda Items

- A. Monday, November 25, 2013 as submitted,
- B. Open Enrollment of three students into the district, and no students enrolling out for the 2013-2014 school year. No students into the district, and one student out of the district for the 2014-2015 school year,
- C. Personnel Report as submitted,
- D. Out of State Travel Request by Boys Cross Country Team, Training July 20-25, 2014, Estes Park, CO
- E. Approval of Abroad Travel Request by UHS Spanish Program, Spanish Study Trip June 8-16, 2015, Spain
- F. Approval of Payment Structure for Intersession at Rolling Green Elementary,
- G. Approval of Modified Ground Space Site for a Cell Tower at the Stadium,
- H. Approval of Partial Topographic Survey Urbandale Middle School Track Project,
- I. Approval of Assignment and Assumption Agreement for Phoenix Children's Academy,

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

Report of the Superintendent of Schools

A. Approval of Flying Hippo Web Technologies' Agreement

Representatives from Flying Hippo Web Technologies' presented examples of their work at a previous meeting, and a Proposal and Services Agreement to redesign and rebuild the District's website was presented for approval. Director Newberg moved and Director Kruidenier seconded the motion to approve the Flying Hippo proposal and service agreement. Motion passed with all ayes 7-0.

Director Gunnare left the meeting at 8:10 P.M.

B. Strategic Plan Update

Denise Wood, Coordinator of Quality and Continual Improvement, updated the Board on the deployment of the District's strategic plan.

C. Student Services Report

Brenda Auxier-Mailey, Director of Student Services, provided the Board with Student Services reports on English Language Learners (ELL), and Section 504, and the Dropout prevention and At-Risk programing. Mrs. Auxier-Mailey requested the Board's approval of the 2014-15 Modified Allowable Growth Application of \$727,625 for Dropout prevention. Director Newberg moved and Director Giles seconded the motion to approve the Modified Allowable Growth application as submitted. Motion passed with all ayes 6-0.

D. Curriculum Revisions

LouAnn McClain, Director of Curriculum and Assessment, and representative Urbandale High School staff members updated the Board on Urbandale High School proposed curriculum changes in Life Science, Vocal Music and Wellness for Life.

Director Newberg moved, and Director Kruidenier seconded the motion to approve the curriculum revisions as proposed. Motion passed with all ayes 6-0.

E. Infosnap, Inc. Presentation and Proposal Approval

Dr. Doug Stilwell, Superintendent, presented the Board with information on Infosnap, Inc. and the student registration services they provide. The administration conducted a thorough examination of the District's paper forms and current registration process and proposes to contract with Infosnap, Inc. to provide an electronic online registration service. Director Giles moved, and Director Applegate seconded the motion to approve the Infosnap proposal to provide services for a new online student registration process. Motion passed with all ayes 6-0.

F. Agreement Renewal with District Communications Partner

Dr. Doug Stilwell, Superintendent, and Shelly Clifford, Chief Financial Officer, requested approval for the services renewal from Dena Soenke, District Communications Partner. The agreement includes nine months of contracted services for 30 hours per week at \$50 per hour. Director Newberg moved, and Director Giles seconded the motion to approve the agreement as presented. Motion passed with all ayes 6-0.

G. Urbandale High School Principal Timeline

Dr. Doug Stilwell, Superintendent, discussed a timeline for the Urbandale High School Principal position hiring process.

H. Authorization to Pay Bills

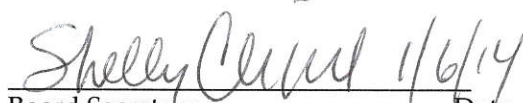
Shelly Clifford, Chief Financial Officer, requested approval to pay two bills lists as submitted, totaling \$415,177.41 and \$87,827.00. Director Kruidenier moved, and Director Applegate seconded the motion to approve the payment of bills as submitted. Motion passed with all ayes 6-0.

Adjourn

Director Newberg moved, and Director Giles seconded the motion to adjourn the meeting at 9:20 P.M. Motion passed with all ayes 6-0.


Board President Date

ATTEST:


Board Secretary Date

These minutes are unofficial until approved by the Board of Directors at their meeting on January 6, 2014.