

**URBANDALE COMMUNITY SCHOOL DISTRICT  
BOARD OF DIRECTORS' MEETING  
URBANDALE CITY HALL – 3600 86<sup>TH</sup> STREET  
MONDAY, JUNE 10, 2013  
WORK SESSION – 5:30 P.M.  
BOARD MEETING – 7:00 P.M.  
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 Jeff Farrell, Kyle Kruidenier, Mark Wierson, Vice President Ryan Judas, and President Obrecht. Directors Cate Newberg and Shawn St. John were absent.

**Approval of Agenda**

Director Judas moved, and Director Wierson seconded the motion to approve the agenda as posted. Motion carried with all ayes 5-0.

Director Newberg arrived and joined the meeting at 5:43 P.M.

**Discussion of Strategic Plan**

Category leaders of the Strategic Plan Categories discussed the Strategic Plan with the Board. LouAnn McClain, Curriculum Director, presented information on viable curriculum and success for all learners; Brian Coppess, Assistant High School Principal presented about leadership capacity; Mark Lane, Elementary Principal, presented information on workforce effectiveness; Tim Carver, Assistant High School Principal, spoke about productive partnerships; and Shelly Clifford, Chief Financial Officer, presented strategic plans for business services. The Board of Directors had an opportunity to ask questions and provide feedback on the draft document.

At 6:30 P.M., President Obrecht announced a 30 Minute Recess between Work Session and Board Meeting

**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 Directors were present: Directors, Jeff Farrell, Cate Newberg, Mark Wierson, Vice President Ryan Judas, and President Obrecht. Directors Kyle Kruidenier and Shawn St. John were absent.

**Approval of Agenda**

Director Judas moved, and Director Newberg seconded the motion to approve the agenda as posted. Motion passed with all ayes 5-0.

**Communication from the Public**

Urbandale resident Ellen Thompson voiced concern to the Board of Directors about upcoming pay cycle changes for about 20 hourly staff members.

#### **Consent Agenda Items**

- A. Minutes of the Monday, May 20, 2013 board meeting as submitted,
- B. Minutes of the Thursday, May 23, 2013 special board meeting as submitted,
- C. Open Enrollment of thirteen students into the district, one student denied, and none enrolling out for the 2012-2013 school year. Eight students into the district, and one student out of the district for the 2013-2014 school year.
- D. Personnel Report as submitted,
- E. Approval of Food Service Vendors: Milk and Dairy Bids, Bread Bids, and Hood Systems Cleaning Bid,
- F. Approval of SAI Mentoring and Induction Program,
- G. Approval of Odyssey Ware Concurrent License Agreement,
- H. Approval of United Way of Central Iowa 2012-2013 Investment Agreement for Jensen Elementary and Karen Acres Elementary,

Director Judas moved, and Director Farrell seconded the motion to approve the consent agenda items A through H as submitted. Motion passed with all ayes 5-0.

#### **Urbandale Foundation Check Presentation**

Steve Schuler from the Urbandale Education Foundation updated the Board of Directors about how the Foundation has been revitalized and is actively fundraising for the benefit of the District and students. Mr. Schuler presented a check for \$500 for the District in honor of Jon Parrott, 2013 Urbandale Educator of the Year.

#### **Report of the Superintendent of Schools**

##### **A. Building End-of-Year Updates**

Administrators from each school submitted End-of-Year reports for their building and were in attendance to answer Board of Directors' questions.

##### **B. Presentation of 2012-2013 Annual Progress Report**

Doug Stilwell, Superintendent, LouAnn McClain, Director of Curriculum and Assessment, and Denise Wood, Coordinator of Instructional Support, presented the Annual Progress Report for 2012-2013.

##### **C. Presentation and Approval of 2013-2014 Annual Improvement Goals**

Dr. Doug Stilwell, Superintendent, LouAnn McClain, Director of Curriculum and Assessment, and Denise Wood, Coordinator of Instructional Support, worked with the School Improvement Advisory Committee (SIAC) and presented the Annual Achievement Results, and Dr. Stilwell recommended approval of the following District Annual Improvement Goals for 2013-2014:

##### **2013-2014 Annual Improvement Goal - Reading**

- Using matched cohort data (students in 2012-2013 to same students 2013-2014), there will be an increase in the percentage of students in each grade level making the expected growth (as defined by Iowa Testing Programs, "Expected Student Growth on *Iowa Assessments*") in each of the three proficiency levels: High, Intermediate, and Low, as measured by the 2014 Reading subtest of the Iowa Assessments.

**2013-2014 Annual Improvement Goal – Mathematics**

- Using matched cohort data, there will be a decrease in the percentage of students in each grade level 4-11 that are Not Proficient, and there will be an increase in the percentage of students in each grade level 4-11 that make expected growth as measured by the 2014 Iowa Assessments for Mathematics.

**2013-2014 Annual Improvement Goal – Science**

- Using matched cohort data (students in 2012-2013 to same students 2013-2014), there will be an increase in the percentage of students in each grade level making the expected growth (as defined by Iowa Testing Programs, "Expected Student Growth on Iowa Assessments") in each of the three proficiency levels: High, Intermediate, and Low, as measured by the 2014 Iowa Assessment for Science.
- There will be an increase in the percentage of students in the Advanced level of achievement and a decrease in the percentage of students in the Not Proficient level of achievement.

Director Farrell moved, and Director Newberg seconded the motion to approve the annual improvement goals for Reading, Math, and Science as presented. Motion passed with all ayes 5-0.

D. Information Technology Update

Josh Whitver, Manager of Information Systems, provided the Board with an update and shared future plans for the Urbandale Community School Districts' technology department. Mr. Whitver also asked the Board to approve a 2013 technology purchase proposal. Director Newberg moved, and Director Wierson seconded the motion to approve the technology purchases as presented. Motion passed with all ayes 5-0.

E. UNI Superintendent Internship Update

Dr. Doug Stilwell, Superintendent, informed the Board of Mark Lane's (current principal at Olmsted Elementary) superintendent internship through the University of Northern Iowa.

F. Discussion and Approval of Urbandale Middle School and Urbandale High School Handbook Addition

Dr. Doug Stilwell, Superintendent, recommended an addition to the student handbook focusing on the requirements students must meet in order to obtain a school driver's license. Director Judas moved, and Director Farrell seconded the motion to approve the update to the student handbook to include driver's license requirements. Motion passed with all ayes 5-0.

G. Approval of the United Electrical, Radio and Machine Workers' (UEW) Salary Schedule and Classified Staff Letter of Assignments for 2013-2014

Dr. Doug Stilwell, Superintendent, requested approval of the United Electrical, Radio and Machine Workers' salary schedule and Classified Staff Letter of Assignments for 2013-2014. The group's settlement is a 3.79% total package increase, and is an average employee salary increase of 4.22%. Director Newberg moved, and Director Judas seconded the motion to approve the UEW salary schedule and letters of assignments for 2013-14. Motion passed with all ayes 5-0.

H. Discussion and Approval of Administrative Compensation Package

Dr. Doug Stilwell, Superintendent, recommended a 3.93% total package increase for District administrators for 2013-2014. Director Wierson moved, and Director Judas seconded the motion to table the item until a certain personnel issue is resolved. Motion passed with all ayes 5-0.

I. Discussion and Approval of the Listing Price for the Building Trades Program Home

Shelly Clifford, Chief Financial Officer, and Wayne Fleishman, Building Trades Program Instructor, requested approval for a listing agreement with Iowa Realty and selling price of \$419,900.00 for the home built at 13900 Quail Ridge in Urbandale, through the Building Trades Program at Urbandale High School. Director Judas moved, and Director Farrell seconded the motion to approve the selling price of \$419,900.00 for the student built home. Motion passed with all ayes 5-0.

J. Approval of Urbandale High School Gym Lighting Replacement Proposal

John Lees, Supervisor of Maintenance and Construction, shared with the Board the submissions he received for Urbandale High School's North Gym and South Gyms' lighting replacements. Mr. Lees recommended approval of Baker Electric's proposal for this project. Director Judas moved, and Director Wierson seconded the motion to approve the gym lighting project. Motion passed with all ayes 5-0.

K. Authorization to Pay Bills

Chief Financial Officer, Shelly Clifford, requested the Board's authorization to pay bills as listed, totaling \$492,464.70. Director Farrell moved and

Director Wierson seconded the motion to authorize payment of bills as submitted. Motion passed with all ayes 5-0.

**Adjournment**

Director Wierson moved, and Director Farrell seconded the motion to adjourn the meeting at 9:15 P.M. Motion passed with all ayes 5-0.

  
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Board President Date

ATTEST:

  
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Board Secretary Date

These minutes are unofficial until approved by the Board of Directors at their meeting on June 24, 2013.