

**URBANDALE COMMUNITY SCHOOL DISTRICT
BOARD OF DIRECTORS' MEETING
URBANDALE CITY HALL – 3600 86TH STREET
MONDAY, SEPTEMBER 16, 2013
BOARD MEETING – 7:00 P.M.
ADAM OBRECHT, PRESIDENT**

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, Kyle Kruidenier, Mark Wierson, Vice President Ryan Judas, and President Obrecht. Director Jeff Farrell arrived later and Director Cate Newberg was absent.

Approval of Agenda

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

Communication from the Public

Jeff Bakke of 7938 Beechwood Ct, Urbandale, spoke to the Board of Directors with concerns about the proposed mid-year reassignment of Karen Acres 4th Grade Teacher Mrs. Cole. Mr. Bakke expressed the need for quality teachers like Mrs. Cole to remain in the classroom at Karen Acres.

Consent Agenda Items

- A. Minutes of the Monday, August 5, 2013 board meeting as submitted,
- B. Open Enrollment of thirty students into the district, and four students denied into the district for the 2013-2014 school year. Open Enrollment of ten students enrolling out of the district, and four students denied for the 2013-2014 school year. Open Enrollment of two students into the district, and none enrolling out for the 2014-2015 school year,
- C. Personnel Report, including addendum,
- D. Approval of Drake University Head Start Agreement,
- E. Approval of Waiver of Conflict of Interest between Drake University Head Start and UCSD,
- F. Final Approval of Des Moines Christian's Sharing Agreement Letter,
- G. Approval of the 28E Agreement with Des Moines Public Schools for Central Campus,
- H. Approval of New Business Associate Agreement from Mary J. Becker & Associates,

Director Farrell moved, and Director Judas seconded the motion to approve the consent agenda items A through H, as submitted. Motion passed with all ayes 6-0.

Report of the Superintendent of Schools

A. Recognition of Mark Moore

Dr. Doug Stilwell, Superintendent, recognized Mark Moore, former Custodial Supervisor, for his exceptional work and leadership at Urbandale Community School District for over 30 years.

B. Adequate Yearly Progress (AYP) Presentation

Lou Ann McClain, Director of Curriculum and Assessment, presented the district's 2012-2013 AYP information, and the district's AYP Notification Status for the 2013-2014 school year.

C. Heartland Area Education Agency Board of Education Election Ballot

Dr. Doug Stilwell, Superintendent, asked board members to vote for a candidate in the election for Heartland Area Education Agency's Board of Education. Director Judas moved, and Director Kruidenier seconded the motion that the Board's ballot be cast for Bruce Christensen. Motion passed with all ayes 6-0.

D. Urbandale Public Swimming Pool Demolition Discussion

The District is not considering a demolition of the Urbandale Swimming Pool now. However, the current sharing agreement with the City of Urbandale states that a demolition bid is to be secured at this time to establish what the District's 40 percent portion of a future demolition will be. Dr. Stilwell updated the Board about receiving only one bid response; it was from the De Carlo Company for \$120,000.00. Therefore, the District's share of any future demolition of the pool will be \$48,000.00 only.

E. Representative Vote for Delegate Assembly

Director Kruidenier moved, and Director St. John seconded the motion to table the selection of an IASB Delegate, pending seating of three new board members.

F. Verizon Wireless Request for a Cell Tower at the Stadium

Shelly Clifford, Chief Financial Officer, updated the Board of Directors about an inquiry from Verizon Wireless for the possibility of locating a pole and cell tower inside an additional fenced area in the northeast corner of the High School Stadium grounds. Alternate sites for the tower are under consideration as well, but the stadium location is more desirable because of easy access from the street and less forfeiture of usable green space. Ms.

Clifford will continue discussions and negotiation with Verizon and submit their proposal at a future meeting.

G. Discussion and Approval of the Discovery Proposal for Urbandale Website Design and Development

Dr. Doug Stilwell discussed a proposal from Nourish Creative for a discovery phase of work on the District's website redesign. Director St. John moved, and Director Wierson seconded the motion to table the proposal. After more discussion, Director Farrell moved, and Director Judas seconded the motion to decline the contract with Nourish Creative, without prejudice, so that the District can solicit and consider proposals from other firms.

H. Accept the Financial Report

Shelly Clifford, Chief Financial Officer, requested acceptances of the financial report through August 2013. Director Farrell moved, and Director St. John seconded the motion to approve the financial report as submitted. Motion passed with all ayes 6-0.

I. Authorization to Pay Bills

Shelly Clifford, Chief Financial Officer, requested approval to pay the bills as submitted, totaling \$1,373,090.71. Director St. John moved, and Director Kruidenier seconded the motion to approve the payment of bills as submitted. Motion passed with all ayes 6-0.

J. Annual Settlement – Statement of Depository Information

Shelly Clifford, Board Secretary and Treasurer, submitted the June 30, 2013 Treasurer's Report of depository account balances and the Secretary's Report of accounting book balances, in accordance with Iowa Code Section 279.33. All District cash and investments accounts reconcile with audited book balances totaling \$36,124,985.16.

K. Approval of Transferring Funds from the General Account into the Activities Account

Shelly Clifford, Chief Financial Officer, requested approval to transfer funds from the general account, retroactively as of June 30, 2013, into the activities account in the amount of \$176,086.73 to cover negative account balances in several individual activities accounts. The District's independent audit firm agreed that the transfer was appropriate, and Ms. Clifford plans to submit monthly reporting with a greater focus on individual activity balances moving forward. Director Judas moved, and Director St. John seconded the motion to approve the retroactive transfer as presented. Motion passed with all ayes 6-0.

Certification of Election Results

Dr. Stilwell presented the School Board of Education Results, certified by Polk County Auditor and Board of Supervisors. There were three candidates for the three Director at Large seats, with 709 votes cast as follows: Aaron Applegate, received 243 votes; Graham Giles received 225 votes, Christopher Gunnare, received 223 votes; and there was a scattering of 18 write-in votes. Outgoing members of the Board of Directors who did not run for re-election are: Jeff Farrell, seven years of service; Ryan Judas, four years of service; and Shawn St. John, with five years of service.

A. Administering the Oath of Office

Dr. Stilwell administered the oath of office to new Board Members Aaron Applegate, Graham Giles, and Christopher Gunnare.

Adjournment and Recognition of Retiring Board of Directors

Dr. Stilwell recognized outgoing Board Member Shawn St. John for his 5 years of service on the School Board; Jeffrey Farrell for his service on the School Board for 7 years; and Ryan Judas for his 4 years of service on the School Board. Director Judas moved, and Director St. John seconded the motion to adjourn the meeting.

Organizational Meeting of Board of Directors

A. Call to Order: Superintendent of Schools will Serve as the President "Pro Tempore" of the Board

Superintendent Dr. Doug Stilwell, serving as President "Pro Tempore" called the annual organizational meeting to order.

B. Roll Call

Upon roll call, the following members were present: Directors Aaron Applegate, Graham Giles, Chris Gunnare, Kyle Kruidenier, Adam Obrecht and Mark Wierson. Director Cate Newberg was absent.

C. Oath of Office – Secretary and Treasurer

Shelly Clifford, Chief Financial Officer, was appointed to serve as Board Secretary and Treasurer for 2013-14. Superintendent, Dr. Stilwell administered the Oath of Office to Ms. Clifford.

D. Designate School Business Official

Shelly Clifford, Chief Financial Officer, has been licensed by the Board of Educational Examiners as the District's Designated School Business Official in accordance with Iowa Administrative Code 281-81.7 and Iowa Code section 256.7(30). Director Obrecht moved and Director Wierson seconded

the motion to re-appoint Ms. Clifford as the District's Designated School Business Official.

E. Election of the President of the Board of Directors

Directors Wierson and Kruidenier nominated Adam Obrecht for the office of the President of the Board of Directors. Director Wierson moved, and Director Kruidenier seconded the motion to close nominations and cast a unanimous ballot, electing Adam Obrecht as President of the Urbandale Board of Directors. Motion carried with all ayes 5-0 with Obrecht abstaining.

Superintendent Dr. Doug Stilwell administered the Oath of Office to President Adam Obrecht and President Obrecht presided for the remainder of the meeting.

F. Election of the Vice President of the Board of Directors

Directors Wierson and Gunnare nominated Kyle Kruidenier for the office of Vice President of the Board of Directors. Director Wierson moved, and Director Giles seconded the motion to close nominations and cast a unanimous ballot, electing Kyle Kruidenier as Vice President of the Urbandale Board of Directors. Motion carried with all ayes 5-0 with Kruidenier abstaining.

Superintendent, Dr. Doug Stilwell, administered the Oath of Office to Vice President Kyle Kruidenier.

Adjourn

Director Wierson moved, and Vice President Kruidenier seconded the motion to adjourn the meeting at 8:44 P.M. Motion passed with all ayes 6-0.

 9/30/13
Board President Date

ATTEST:

 9/30/13
Board Secretary Date

These minutes are unofficial until approved by the Board of Directors at their meeting on September 30, 2013.