

**URBANDALE COMMUNITY SCHOOL DISTRICT
BOARD OF DIRECTORS' MEETING
URBANDALE MIDDLE SCHOOL – 7701 AURORA AVENUE
MONDAY, MAY 20, 2013
BOARD MEETING – 6:30 P.M.
ADAM OBRECHT, PRESIDENT**

Call to Order and Roll Call

President Adam Obrecht called the board meeting to order at 6:30 P.M. At roll call, the following Directors were present: Directors Jeff Farrell, Cate Newberg, Shawn St. John, Mark Wierson, and President Obrecht. Vice President Ryan Judas and Director Kyle Kruidenier were absent.

Approval of Agenda

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

Retiree Recognition and Reception 2012-2013

Superintendent, Dr. Doug Stilwell, congratulated each of the following retirees for their service to the District:

Monica Anderson – 13 years – Elementary School Nurse
Marcia Baumhover – 36 years – Urbandale High School
Carla Berlin – 22 years – Olmsted Elementary
Janis Dixon – 6 years – Metro West Learning Academy
Dan Meyer – 16 years – Urbandale Middle School Principal
Debra Rebelsky – 16 years – Olmsted Elementary
Roberta Riley – 21 years - Adventuretime
Jeanne Van Genderen – 24 years – Webster Elementary
Crystal Jackson-Wheels – 18 years – Karen Acres Elementary

The Board of Directors recessed to hold a public reception held in honor of the 2012-2013 retirees.

Quality Update

Janean Hauser, Math Teacher at Urbandale Middle School, and Urbandale Middle School students Sarah Bogaards, Ahmed Salihagic, Mcintosh Waylee, and Peyton Weigel, provided the Board with a presentation on quality/continual improvement and the work occurring in their classroom.

Consent Agenda Items

A. Minutes of the Monday, May 6, 2013 board meeting as submitted,

- B. Minutes of the Monday, May 13, 2013 Special Board Minutes,
- C. Open Enrollment of six students into the district, no students enrolling out for the 2012-2013 school year. Three students into the district, and one student out of the district for the 2013-2014 school year,
- D. Personnel Report, including addendum as submitted,
- E. Approval Contemporary Services Corporation for Event Management Contract,
- F. Approval of Out-of-State Travel Request for Jaywalkers for dance competition in Glenview, Illinois on November 17-18, 2013; and for Wrestling Team camp in Wilber, Nebraska on June 24-26, 2013,
- G. Approval of Contractual Agreement with Iowa Department of Education, for training and diagnostic assessment costs,
- H. Approval of Allegra agreement and pricing for copying and duplicating services for 2013-14, (Allegra Company recently acquired the Printing Station, and is honoring the agreement previously approved with Printing Station for 2013-14), Director St. John moved, and Director Wierson seconded the motion to approve the consent agenda items A through H as submitted. Motion passed with all ayes 5-0.

Report of the Superintendent of Schools

A. Address Elementary Grading Configuration

Dr. Stilwell, Superintendent, discussed and updated the Board on the work of the Facilities Committee. Dr. Stilwell will continue to explore changes or upgrades to facilities in preparation for student enrollments, according to the demographic study recently completed.

B. In-House Legal Counsel Recommendation

Dr. Doug Stilwell, Superintendent, reported that Sue Seitz, District in-house legal counsel will be retiring in July 2013, and recommended that the Board appoint Dickinson, Mackaman, Tyler & Hagen, P.C. and Ahlers & Cooney, P.C., as Urbandale Community School District's Legal Counsel for the 2013-2014 fiscal year. Director St. John moved, and Director Newberg seconded the motion to appoint the law firms as recommended. Motion carried with 4 ayes, 0 nays. Director Farrell abstained to avoid conflict of interest, as he often judges cases involving both firms.

C. Security Camera Systems at the High School and Middle School

John Lees, Supervisor of Maintenance and Construction, updated the Board on the security camera systems at the high school and middle school. Mr. Lees explained that this project will upgrade the high school's current camera system to the Avigilon software that was added last year to the elementary schools, and soon to be added at the middle school. Director Wierson moved, and Director St. John seconded the motion to accept the bids from

Inteconnect Company for security camera systems at both the high school and middle school. Motion passed with all ayes 5-0.

D. Accept the Financial Report

Shelly Clifford, Chief Financial Officer, requested acceptance of the financial report through April 2013. Director Farrell moved, and Director St. John seconded the motion to approve the financial report as submitted. Motion passed with all ayes 5-0.

E. Authorization to Pay Bills

Shelly Clifford, Chief Financial Officer, requested approval to pay the bills as submitted, totaling \$291,206.97. Director Farrell moved, and Director Newberg seconded the motion to approve the payment of bills as submitted. Motion passed with all ayes 5-0.

Discussion of Other Matters

Chief Financial Officer Shelly Clifford explained that about 20 employees who had received annualized pay will be transitioned during July through December to align with the established pay cycles for hourly staff. After the transition period, all hourly employees will receive semi-monthly payroll for actual hours worked.

CFO Shelly Clifford reported that the District had reached a tentative agreement with the United Electrical and Radio Workers Union members and suggested a special meeting be held after Union ratification for Board action on the proposed master contract for 2013-14.

Adjourn

Director Wierson moved, and Director Newberg seconded the motion to adjourn the meeting at 8:45 P.M. Motion passed with all ayes 5-0.


Board President _____ Date _____

ATTEST:

Shelly Cliford *6/10/13*
Board Secretary Date

These minutes are unofficial until approved by the Board of Directors at their meeting on June 10, 2013.