

**URBANDALE COMMUNITY SCHOOL DISTRICT
BOARD OF DIRECTORS' MEETING AND ORGANIZATIONAL MEETING
MONDAY, SEPTEMBER 14, 2015 7:00 P.M.
URBANDALE CITY HALL – 3600 86TH STREET
CHRIS GUNNARE, PRESIDENT**

AGENDA

Call to Order and Roll Call

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

Approval of Agenda

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

Communication from the Public

John Hollebrands, 4217 86th Street, thanked outgoing Board Members Kyle Kruidenier, Adam Obrecht, and Mark Wierson for their service to the District.

Report of the Superintendent of Schools

A. Discussion and Approval of Level One Investigators

Steve Bass, Superintendent, requested Board approval of the following Level One Investigators: Greg Carezza, Julia Taylor, Kelley Harrison, Elyse Brimeyer, Lara Justmann, Meredith Mauro, Loren DeKruyf, and Dr. Brian Coppess. Director Wierson moved, and Vice President Newberg seconded the motion to approve the Level One Investigators. Motion passed with all ayes 7-0.

B. Discussion and Approval of Larson & Larson Construction, LLC Contract

The contract with Larson & Larson Construction, L.L.C, for the Karen Acres Elementary Addition and Renovation Project, and required Performance Bond were submitted for Board of Directors' approval, having been reviewed by District legal and insurance representatives. Director Wierson moved, and Director Obrecht seconded the motion to approve the contract with Larson & Larson, LLC. Motion passed with all ayes 7-0.

C. Discussion and Approval of Updates to Board Policies as Identified

Steve Bass, Superintendent, requested approval of the first reading of Board Series 500, Code 510 – Co-Curricular Activities, Eligibility Code, Board Series 600, Code 628 – School Calendar, and Series 600, Code 629 – School Day, and to waive second reading. Director Wierson moved, and Director Obrecht seconded the motion to

approve the changes to Policy 628 – School Calendar, amended to indicate that the Board of Directors would establish the school calendar. Motion passed with all ayes 7-0. Vice President Newberg moved, and Director Giles seconded the motion to approve the changes to Policy 629 – School Day. Motion passed with all ayes 7-0. Director Obrecht moved and Director Wierson seconded the motion to table any action on proposed changes to Policy 510 – Co-Curricular Activities Eligibility Code, until a future meeting. Motion passed with all ayes 7-0.

D. Discussion and Approval of First Reading of Board Policies as Identified

Steve Bass, Superintendent, asked Board members to approve the first reading of Board Series 400, Code 403 – Recruitment of Personnel. Vice President Newberg moved, and Director Applegate seconded the motion to approve the first reading as submitted. Motion passed with all ayes 7-0.

E. Annual Settlement Statement

Shelly Clifford, Chief Financial Officer, prepared the Annual Settlement Statement for the Board of Directors' review as required by Iowa Code 279.33. The Treasurer's balance (Depository Balances) and the Secretary's balance (Book Balances) reconciled at \$21,324,300.98 in total for all funds. Vice President Newberg moved, and Director Applegate seconded the motion to accept the Annual Settlement Statement as submitted. Motion passed with all ayes 7-0.

F. Accept Abstract of Election

The Polk County Board of Supervisors certified the abstract of votes cast for the School Board Election held on September 8, 2015. With four candidates for four seats, the votes cast were as follows: Cate Newberg 171 votes, Tanya Ruden 164 votes, Aldrich B Cabildo 156 votes, Katherine Howsare 151 votes, and 25 other scattered votes. Cate Newberg is re-elected as incumbent, and the other three elected Board members will replace outgoing Directors Mark Wierson, Kyle Kruidenier, and Adam Obrecht. Director Applegate moved, and Director Wierson seconded the motion to accept the Abstract of Election. Motion passed with all ayes 7-0.

G. Transportation Guidelines

Superintendent Steve Bass presented Transportation Guidelines prepared by Dr. William Watson, Director of Activities and Community Education. The guidelines are for staff's use when scheduling student transportation for activities events. Directors discussed the guidelines with Superintendent Bass and Chief Financial Officer Shelly Clifford.

Consent Agenda Items

- A. Approval of Monday, August 16, 2015 Board Meeting Minutes
- B. Approval of Open Enrollment

- C. Approval of Personnel Report
- D. Approval of Boys Cross Country Request for Overnight Travel to Estes Park YMCA in Colorado
- E. Approval of Wrestling Request for Overnight Travel to Bettendorf for two-day Wrestling Invitational
- F. Approval of SIAC Committee Members
- G. Approval of Iowa Realty Listing Agreement for Sale of Building Trades Home
- H. Approval of Financials

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

Adjourn

Before adjournment, President Gunnare thanked Directors Kruidenier, Obrecht, and Wierson for their years of service to the District. Director Wierson moved, and Director Obrecht seconded the motion to adjourn the regular meeting. Motion passed with all ayes 7-0. President Gunnare announced a 15 minute recess.

Organizational Meeting of Board of Directors

Call to Order:

Board Secretary and Chief Financial Officer, Shelly Clifford, serving as President “Pro Tempore” called the annual organizational meeting to order.

Roll Call

Upon roll call, the following members were present: Directors Aaron Applegate, Aldrich Cabildo, Graham Giles, Chris Gunnare, Katherine Howsare, Cate Newberg, and Tanya Ruden.

Oath of Office - Elected Board Members

Board Secretary, Shelly Clifford, administered the oath of office to the elected Board members.

Appoint Board Secretary Treasurer

Mr. Steve Bass, Superintendent, recommended to the Board of Directors, that Shelly Clifford, Chief Financial Officer, be designated as Board Secretary Treasurer for Urbandale Community School District’s Board of Directors. Director Applegate moved, and Director Giles seconded the motion to appoint Shelly Clifford as the Board Secretary Treasurer.

Oath Of Office – Secretary and Treasurer

Shelly Clifford, Chief Financial Officer, was appointed to serve as Board Secretary and Treasurer for 2015 – 2016. Superintendent Steve Bass administered the Oath of Office to Ms. Clifford.

Election of the President of the Board of Directors

Director Newberg nominated Chris Gunnare to a second year for the office of the President of the Board of Directors. With no other nominations heard, the Directors voted and motion carried with all ayes. Board Secretary Treasurer, Shelly Clifford,

administered the Oath of Office to President Chris Gunnare and President Gunnare presided for the remainder of the meeting.

Election of the Vice President of the Board of Directors

Director Applegate nominated Cate Newberg to a second year for the office of Vice President of the Board of Directors. With no other nominations heard, the Directors voted and motion carried with all ayes. Board Secretary Treasurer, Shelly Clifford, administered the Oath of Office to Vice President Cate Newberg

Discussion of Other Matters

Superintendent Steve Bass requested possible dates to schedule a Board Member orientation.

Adjourn

Director Giles moved, and Director Applegate seconded the motion to adjourn the meeting at 8:35 P.M. Motion passed with all ayes 7-0.




Board President

10/27/15

Date

ATTEST:


Board Secretary Date

These minutes are unofficial until approved by the Board of Directors at their meeting on September 28, 2015.