

DUBUQUE COMMUNITY SCHOOL DISTRICT
Facilities/Support Services Committee

BOARD COMMITTEE MINUTES

This form is used by all multimember committees established by the Board of Education. Before any meeting is held, be sure you have met the requirements of Chapter 1037 Laws of the 67th G.A., 1978 Session, Official Meetings Open to Public.

- I. Complete the Following Before Starting the Meeting
 - A. Date agenda was posted for meeting: October 2, 2015
 - B. Date media were emailed agenda: October 2, 2015
 - C. Media who were emailed an agenda: Telegraph Herald; Des Moines Register; KWWL; KCRG; KGAN; Radio Dubuque; Cumulus Broadcasting; and Chamber of Commerce.
 - D. Board Committee: **Facilities/Support Services Committee**
 - E. Date and Time of Meeting: **October 5, 2015 - 4:00 p.m.**
 - F. Place of Meeting: The Forum
 - G. Attach agenda to this form. Verify that a copy of the agenda has been filed with the Secretary of the Board and the Administrator holding the Committee meeting.

If any of the above data does not comply with the open meeting law, do not begin the meeting.

Board Members present: Terra Siegert, Jim Prochaska, Tom Barton, Craig Beytien. District representatives present: Stan Rheingans, Kevin Kelleher, Rick Till, Bill Burkhart, Charlie Clasen.

Ms. Siegert called the meeting to order at 4:01 p.m.

Agenda for October 5, 2015

Agenda approved as submitted.

Donation of Statue

Terry Mozena, on behalf of the Dubuque Senior High School Alumni Association, would like to raise funds to present Senior High School with a Ram sculpture. He is requesting permission from the board to approve this donation so the association can proceed with fundraising. Projected cost for the sculpture is \$50,000 with \$10,000 for base and installation. Committee members think it is a great donation. Board 10/12/15

Proposal to Name Kennedy Elementary School Gym

Steve Geisert, retired principal, addressed the committee on behalf of retired teachers, requesting to name the new Kennedy Elementary School gym after the late David Willoughby who was principal at Kennedy for the first 20 years it was open. He proposed a David Willoughby Gymnasium plaque and vinyl floor decals (which would be several years down the road). The board will consider this request.

Special Education Supplement

Mr. Till reviewed the 2014-15 special education balance, which increased by 3.38%. The 2014-15 deficit was \$4,370,508.24. Mr. Rheingans indicated that the strategic plan includes more special education programming, which means additional staffing (both teacher and para positions).

Key Financial Targets for 2014-15

Mr. Kelleher reviewed the FY15 projected unspent balance of an estimated \$2.9 million that was reported on March 4. The FY15 unspent balance estimated on September 15 is actually \$2,102,174. The district believed that the FY16 unspent balance would be approximately \$5.9 million without making any budget reductions. To decrease that deficit, the district offered an early retirement incentive and 20% reduction of department and building budgets. The current FY16 projected unspent balance is now at \$3.4 million

due to these budget reductions. The district received 1.25% state supplemental aid, which is not sufficient to cover increasing costs, which results in the unspent balance deficit.

Due to a law interpretation by the Department of Education, the district must now pay rent (occupancy expenses) and are not able to pass that cost onto home districts of special education students placed there. If the residential facility is within our school district, we are expected to educate those students. This rent will need to be paid with PPEL or SAVE funds.

Request for Dubuque Dream Center for Used Desks

Kathy Kelly, LEAP, is requesting the district donate 28 used desks that were slated to be sold at district auction. Board 10/12/15

Payment to Hillcrest Family Services

The district is still negotiating with Hillcrest regarding rent and services so a formal contract is not in place. Mr. Kelleher's proposal is to take last year's cost divided by 9 with payments in October, November and December to assist Hillcrest for cash flow purposes. Contract deadline is December 31, 2015. Board 10/12/15

SBRC Request for Allowable Growth for Special Education and LEP Deficit

This is a required annual motion. LEP (Limited English Proficiency) is approximately \$300,000. Board 10/12/15

Internal Control Policies and Procedures Report

Mr. Kelleher reviewed this annual report. He indicated that fixed asset discrepancies are due to the replacement of IT equipment. Coby Culbertson, Technology Director, will speak to his staff about the importance of documenting when an IT item is taken out of service. Board 10/12/15

Upcoming Meeting Dates

Committee meetings will continue on the Monday before the board meeting at 4:00 p.m.

PPEL and SAVE Reports

Mr. Kelleher reviewed these reports.

Update on Current District Projects

Hempstead High School Renovation

There are backordered materials and punch list items remaining. Open house/dedication was October 3.

Senior High School Renovation

Request from Straka Johnson for additional services and design fee in the increased amount of \$17,500 to bring the bus lane improvements forward (timing issue). Board 10/12/15

Mr. Barton left the meeting at 5:15 p.m.

Senior High School Stone Repointing (2015-16)

Resolution for final acceptance and closing final project costs for the public improvement contract with R & W Restoration. Final project cost was \$131,950. Board 10/12/15

Maintenance Department Storage Building Project

The shell of the building is up, overhead doors need to be installed. Change order #1 in the deduct amount of \$1,500. Board 10/12/15

Bryant Elementary School Historic Window Replacement

Gates for dumpster enclosure need to be installed.

Transportation Department Asphalt Replacement Project

Plans and specifications will come before the board in November.

Hempstead and Senior High School Tennis Court Repair Project

Contract with Selser Schaefer Architects in the amount of \$6,200. Total cost of the project is \$130,000.
Board 10/12/15

Hoover Elementary School Bus/Parking Lot Project

Recommending contract with IIW PC in the amount of \$13,920 for Hoover parking lot improvements.
Estimated construction cost is \$101,000. Board 10/12/15

Irving Elementary School Bus/Parking Lot Project

Recommending contract with IIW PC in the amount of \$27,200 for Irving parking lot to include a bus loading lane utilizing the property recently purchased by the district. Estimated construction cost is \$331,000. Board 10/12/15

The next meeting was scheduled for November 2, 2015, at 4:00 p.m.

The meeting adjourned at 5:28 p.m.

Joni Lucas, Secretary
Board of Education